

1. Legal Ad

Documents:

[PB LEGAL AD 8-8-17.PDF](#)

2. Agenda

Documents:

[PB AGENDA 8-8-17.PDF](#)

3. Maine Medical Center (IDP)

3.I. IDP Cover Memo

Documents:

[MMC IDP COVER MEMO.PDF](#)

3.II. IDP Final Draft

Documents:

[MMC IDP FINAL DRAFT.PDF](#)

3.III. IDP Regulatory Framework Final Draft

Documents:

[MMC IOZ REGULATORY FRAMEWORK FINAL DRAFT.PDF](#)

3.IV. IDP Memo And Attachments

Documents:

[MMC IDP \(MEMO\).PDF](#)
[MMC IDP \(MEMO ATTACHMENTS\).PDF](#)
[MMC IDP \(PUBLIC COMMENT\).PDF](#)

4. India St. Form Based Code (ISFBC)

4.I. Report And Attachments

Documents:

[ISFBC \(REPORT AND ATTACHMENTS\).PDF](#)

5. 383 Commercial Street

5.I. Memo And Attachments

Documents:

[COMMERCIAL ST. - 383 \(MEMO\).PDF](#)

[COMMERCIAL ST. - 383 \(REVIEW COMMENTS\).PDF](#)
[COMMERCIAL ST. - 383 \(APPLICANTS SUBMITTAL\).PDF](#)
[COMMERCIAL ST. - 383 \(PLANS\).PDF](#)

6. Jetport Boulevard

6.I. Memo And Attachments

Documents:

[JETPORT BLVD. \(MEMO\).PDF](#)
[JETPORT BLVD. \(MEMO ATTACHMENTS\).PDF](#)
[JETPORT BLVD. \(APPLICANTS SUBMITTAL\).PDF](#)
[JETPORT BLVD. \(PLANS\).PDF](#)

**LEGAL ADVERTISEMENT
PORTLAND PLANNING BOARD MEETING
REVISED AGENDA**

The Portland Planning Board will hold a meeting on Tuesday, August 8, 2017, Council Chambers, 2nd Floor, City Hall, 389 Congress Street.

Public comments will be taken for each item on the agenda during the estimated allotted time and written comments should be submitted to planningboard@portlandmaine.gov

Workshop – 4:30 p.m.

- i. Institutional Development Plan and Regulatory Framework; Maine Medical Center, Applicant. (4:30 – 6:00 p.m. estimated time) The Board will hold a workshop on Maine Medical Center’s proposed Institutional Development Plan (IDP) and the draft Regulatory Framework, which guides the hospital’s future development within the zoning code. The IDP is proposed under the Institutional Overlay Zone Ordinance.

Public Hearing – 7:00 p.m.

- i. Zoning Map and Text Amendments to India Street Form Based Code (ISFBC), City of Portland, Applicant (7:00-8:00 p.m. estimated time). The Board will hold a public hearing on the Land Use Code text and map amendments to Division 15.2 Section 14-275 (IS-FBC India Street Form-based Code zone) to clarify intent, revise some dimensional standards, add a waiver provision, and revise the extent of the boundary of the Urban Transition sub district between Franklin and Hampshire streets.

Evening Workshop – Immediately following Public Hearing

- i. Master Development Plan, Level III Site Plan; 383 Commercial Street, Deering Property Development, LLC, Applicant (8:00- 9:00 p.m. estimated time). The Planning Board will hold a workshop to consider a revised phased Master Development Plan (MDP) for the mixed-use redevelopment of the Rufus Deering Lumber Yard and a Level III site plan for Phases 1 and 2. Phase 1 includes 4,134 sf of retail space along Commercial Street, a 128-room hotel and conference center (reuse of the former Baxter Building), and 71 parking spaces. Phase 2 includes 8,626 square feet of retail space, 114 residential condominium units and 144 parking spaces. Phase 3 includes 11,477 sf of retail space, 92 residential condominiums, and 162 parking spaces. Access to the structured parking areas are from York and Maple Streets. The site is within the B-5b zone and is subject to the review under Inclusionary Zoning requirements.
- ii. Level III: Site Plan, Toye Realty Holdings, III., LLC, Applicant (9:00 p.m. estimated time) The Planning Board will hold a workshop on a proposal to expand a valet parking lot on Jetport Boulevard. The proposed expansion would accommodate a total of 134 vehicles and the new impervious surface area is 46,107 square feet with a total impervious area of 3.96 acres. The proposal is also subject to Maine's Site Location of Development Act and is located in the Airport Business AB zone.

ELIZABETH BOEPPLE, CHAIR – PORTLAND PLANNING BOARD

PLANNING BOARD



Elizabeth Boepple, Chair
Sean Dundon, Vice Chair
Carol Morrisette
David Eaton
Brandon Mazer
Maggie Stanley
Lisa Whited

AGENDA
PORTLAND PLANNING BOARD MEETING

The Portland Planning Board will hold a meeting on Tuesday, August 8, 2017, Council Chambers, 2nd Floor, City Hall, 389 Congress Street.

Public comments will be taken for each item on the agenda during the estimated allotted time and written comments should be submitted to planningboard@portlandmaine.gov

WORKSHOP - 4:30 p.m.

- i. Institutional Development Plan and Regulatory Framework; Maine Medical Center, Applicant. (4:30 – 6:00 p.m. estimated time) The Board will hold a workshop on Maine Medical Center's proposed Institutional Development Plan (IDP) and the draft Regulatory Framework, which guides the hospital's future development within the zoning code. The IDP is proposed under the Institutional Overlay Zone Ordinance.

BREAK FOR DINNER

PUBLIC HEARING – 7:00 p.m.

1. **ROLL CALL AND DECLARATION OF QUORUM**
2. **COMMUNICATIONS AND REPORTS**
3. **REPORT OF ATTENDANCE AT THE MEETINGS HELD ON JULY 25, 2017:**

Workshop – 5 p.m. All present

Public Hearing: All present, Boepple absent at 9:15 p.m.

4. REPORT OF DECISIONS AT THE MEETINGS HELD ON JULY 25, 2017:

- i. Level III Site Plan: 990 Ocean Avenue Landfill; Maintenance to Landfill Cap; City of Portland, Applicant. Dundon moved and Morrisette seconded a motion to approve the site plan subject to five conditions of approval. Vote: 7-0.
- ii. Conditional Use (Solar Energy Generation Ordinance) and Level I Site Alteration; 990 Ocean Avenue Landfill; Sunfill North, LLC, Applicant. Dundon moved and Morrisette seconded a motion to approve the conditional use for solar energy generation with three conditions of

approval. Vote: 7-0. Dundon moved and Morrisette seconded a motion to approve the site plan subject to five conditions of approval. Vote: 7-0

- iii. Level III Subdivision and Site Plan Review; 88 Walnut Street; JP Sheridan, LLC., Applicant. Morrisette moved and Stanley seconded a motion to waive the sidewalk along the Sheridan Street frontage with the condition that the applicant pay up to \$9,400 for the installation of 104 feet of a sidewalk gap along Fort Sumner Park's Sheridan Street frontage. Vote: 6-0, Boepple absent. Morrisette moved and Stanley seconded a motion to waive the driveway separation standard to allow a 2-foot separation. Vote: 6-0, Boepple absent. Morrisette moved and Stanley seconded a motion to approve the subdivision plan with one condition of approval. Vote: 6-0, Boepple absent. Morrisette moved and Stanley seconded a motion to approve the site plan with five conditions of approval. Vote: 6-0, Boepple absent.

5. NEW BUSINESS

- i. Zoning Map and Text Amendments to India Street Form Based Code (ISFBC), City of Portland, Applicant (7:00-8:00 p.m. estimated time). The Board will hold a public hearing on the Land Use Code text and map amendments to Division 15.2 Section 14-275 (IS-FBC India Street Form-based Code zone) to clarify intent, revise some dimensional standards, add a waiver provision, and revise the extent of the boundary of the Urban Transition sub district between Franklin and Hampshire streets.

6. EVENING WORKSHOP (Immediately Following the Public Hearing)

- i. Master Development Plan, Level III Site Plan; 383 Commercial Street, Deering Property Development, LLC, Applicant (8:00- 9:00 p.m. estimated time). The Planning Board will hold a workshop to consider a revised phased Master Development Plan (MDP) for the mixed-use redevelopment of the Rufus Deering Lumber Yard and a Level III site plan for Phases 1 and 2. Phase 1 includes 4,134 sf of retail space along Commercial Street, a 128-room hotel and conference center (reuse of the former Baxter Building), and 71 parking spaces. Phase 2 includes 8,626 square feet of retail space, 114 residential condominium units and 144 parking spaces. Phase 3 includes 11,477 sf of retail space, 92 residential condominiums, and 162 parking spaces. Access to the structured parking areas are from York and Maple Streets. The site is within the B-5b zone and is subject to the review under Inclusionary Zoning requirements.
- ii. Level III: Site Plan, Jetport Boulevard, Toye Realty Holdings, III., LLC, Applicant (9:00 p.m. estimated time) The Planning Board will hold a workshop on a proposal to expand a valet parking lot on Jetport Boulevard. The proposed expansion would accommodate a total of 134 vehicles and the new impervious surface area is 46,107 square feet with a total impervious area of 3.96 acres. The proposal is also subject to Maine's Site Location of Development Act and is located in the Airport Business AB zone.

Memorandum

Maine Medical Center

To: Chair Boepple and Members of the Portland Planning Board

From: Jeff Sanders, Chief Operating Officer, MMC

Date: August 4, 2017

Re: August 8, 2017 Planning Board Workshop
MMC's Institutional Development Plan Update

Maine Medical Center is pleased to submit this Institutional Development Plan (IDP) as part of the Institutional Overlay Zone documentation requirement with the City of Portland.

In the IDP, you'll further understand Maine Medical Center's intent to expand its capacity and modernize much of its patient care facilities. Over the next five years Maine Medical Center plans to replace and modernize inpatient and outpatient facilities and services. The majority of this investment will occur at MMC's main Bramhall campus. Every aspect of this project is designed around the needs of patients. The short-term projects will optimize current bed capacity at the state's largest hospital and calls for increasing the number of single rooms available to patients as well as replacing some surgical and treatment areas with ones that conform to 21st century standards. Furthermore, the Institutional Overlay Zone and associated regulatory framework and design guidelines provide predictability to our neighbors, the city and MMC with regard to the vision for future development around its main campus.

Updates from the Last Submission:

Since our last submission and discussion with the City Planning Board, a number of changes have been incorporated in the IDP based on input from our neighbors, City Staff, and comments from the Planning Board. Those changes are outlined below:

- *Location of Employee Garage* – After feedback received from the neighborhoods and the exploration of a number of options for the placement of the employee garage, MMC has selected property behind 222 St. John St. as the preferred option.
- *Dimensional Requirements* – After discussions with City Staff and upon further review of the methodology, MMC and City Staff have reached agreement on the appropriate heights, transition zones and uses.
- *Design Guidelines* – After discussion with City Staff, the design guidelines are now included in the IDP along with the Regulatory Framework.
- *Neighborhood Engagement* – After a suggestion from the Planning Board, the regulatory framework now includes the creation of a Neighborhood Advisory Committee.

At our meeting on August 8th, we will further elaborate on the Design Guidelines and the Regulatory Framework.

Maine Medical Center would like to thank the City Planning Staff and the neighborhoods for their input and engagement and we look forward to the Workshop on the 8th and the Public Hearing in September.



Institutional Development Plan





Institutional Development Plan

FINAL DRAFT / August 8, 2017

Submitted to the City of Portland for Planning Board Review

DRAFT

This document is valid until superseded by an approved update.

About This Plan

DATE: August 8, 2017

STATUS: Final Draft, Submitted to the City of Portland for Planning Board Review

Maine Medical Center (MMC) applied in January, 2017 for a zoning amendment to create an **MMC Institutional Overlay Zone (IOZ)** to allow MMC to modernize and expand their Bramhall St campus. The IOZ ordinance that provides the framework for this zoning was enacted by the City of Portland Code of Ordinances effective May 31, 2017.

The IOZ requires eligible institutions to submit an **Institutional Development Plan (IDP)**, a stand-alone document that describes the institution's tentative plans for the future, in addition to a **Regulatory Framework**, a land use code component that establishes the parameters to allow each institution to grow as envisioned in the IDP. The IDP and Regulatory Framework are institution-specific supplements to the more general provisions provided in the IOZ ordinance, and designed to provide a full list of variances from underlying zoning that are adopted by the Portland City Council.

Since January, MMC has met weekly with Planning and other City staff, has met frequently with the public, to develop its IDP. This IDP is submitted on August 8, 2017 for approval by the Planning Board, per the IOZ requirements. MMC also submits its accompanying Regulatory Framework for the Planning Board's review and recommendation to

the City Council as a text amendment to the City of Portland Code of Ordinances.

Once approved, the MMC Regulatory Framework will establish the boundary for the MMC IOZ and provide zoning requirements that govern MMC's long-term development within the IOZ. Individual projects proposed by MMC in the IOZ in the future for such properties will be reviewed for zoning compliance with the MMC Regulatory Framework and any underlying zoning requirements that are not superseded by the IOZ. Unless amended specifically by the MMC Regulatory Framework, all requirements of Site Plan Review will also apply.

This document was prepared for MMC by Perkins+Will with input from MMC, VHB, Gorrill Palmer, Sebago Technics, Colliers, Turner, and HeliExperts International. MMC would like to thank its neighbors in the Western Promenade, St John Valley, Parkside, West End, and Libbytown and the City of Portland for their contributions to the IDP Process.

Table Of Contents

1. INTRODUCTION	7
About Maine Medical Center	8
Campus Context	14
Compliance with the Comprehensive Plan	24
Public Input on IDP	28
2. MASTER FACILITY PLAN	31
Master Facility Planning Process	32
Key Institutional Needs	34
Short-Term Projects (0-5 Years)	40
Long-Term Projects (5-20 years)	42
Long-Term Development Envelopes	48
3. TRANSPORTATION PLAN	51
Transportation Plan: Overview	52
Vehicular Access and Circulation	53
Parking	60
Transportation Demand Management (TDM)	65
4. ENVIRONMENTAL AND INFRASTRUCTURE PLAN	77
Natural Resource Protection	78
Stormwater Management	80
Energy Conservation	85
Operational Sustainability	86
5. DESIGN	91
Design Drivers	92
Neighborhood Integration	94
Design Guidelines	106
6. NEIGHBORHOOD ENGAGEMENT	117
Ongoing Community Engagement	118
Construction Management Principles	119
MMC Community Benefits	122
APPENDICES: REGULATORY FRAMEWORK	
Appendix A: Construction Management Plan Template	130

INTRODUCTION

Maine Medical Center has been a member of the Portland community, a Portland landmark and a destination for excellent health care since it was built as Maine General Hospital in 1874. The campus has grown in size and complexity within its footprint to meet growing demand and changes in healthcare technology and care delivery.



ABOUT MAINE MEDICAL CENTER

Maine Medical Center (MMC) is a complete health care resource for the people of greater Portland, the entire state of Maine, and northern New England.

MMC is the state's largest medical center, licensed for 637 beds and employing more than 6,000 people. MMC's unique role as both a community hospital and a tertiary referral center requires an unparalleled depth and breadth of services, including the state's only medical school, through a partnership with Tufts University School of Medicine, and a world-class biomedical research center, the Maine Medical Center Research Institute.

The MMC care model includes the state's largest multispecialty medical group, Maine Medical Partners. Maine Medical Partners provides a wide range of primary, specialty, and subspecialty care delivered through a network of more than 40 locations throughout Maine.

Maine Medical Center is named one of "America's Best Hospitals" by US News & World Report. MMC's Trauma Center is the busiest in Maine, providing the most advanced tertiary care in the state.

MISSION, VISION AND VALUES

Maine Medical Center is dedicated to maintaining and improving the health of the communities it serves by:

- Caring for its community
- Educating tomorrow's caregivers
- Researching new ways to provide care

It proudly carries its unique responsibility as Maine's leader in patient care, education and research. MMC is dedicated to the traditions and ideals of not-for-profit healthcare. It provides care to all who seek it.

MMC's efforts to execute its Mission are aimed at achieving a simple, yet powerful Vision: "Working together so (Maine's) communities are the healthiest in America."

MMC is guided by a set of Values, helping to meet and exceed the expectations of those it is privileged to serve. MMC's Values:

- Patient-Centered
- Integrity
- Ownership
- Excellence
- Respect
- Innovation

PROGRAMS AND SERVICES

MMC provides a scope and depth of specialty and subspecialty inpatient and surgical care that is unparalleled in Maine.

MMC is the only Level I American College of Surgeons (ACS) trauma center in Maine and has the only Level III Neonatal Intensive Care Unit (NICU) and the only kidney transplant program in the state. MMC is an American Nurses Credentialing Center (ANCC) Magnet Hospital and has received numerous awards including: Best Regional Hospitals (2016-2017) from US News and World Report, Gold Seal of Approval and Top Performer in Key Quality Measures from the Joint Commission.

MMC is also the leading provider of tertiary services in the State of Maine. Tertiary services are defined as a set of Medicare severity diagnosis-related groups (MS-DRGs) that are rare and complex, require collaboration across treatment modalities, complex treatment decisions dependent upon unique diagnostic tests, regionalized care, and associated with complex co-morbidities and complications.

MMC's clinical services are organized into six service lines listed in **Table 1.1** at right. More information is available on the MMC website at <http://www.mmc.org/care-and-services>

Table 1.1 List of MMC Service Lines

ADULT MEDICINE

MMC's Adult Medicine Service Line extends across the continuum of care, spanning from primary care, to emergency and critical care, medical services for hospitalized adults, subacute rehabilitation and long-term care. It includes a wide array of specialty programs and services including Digestive Health, Endocrinology, Geriatrics, Infectious Disease, Nephrology, and Palliative Care. This service line also includes the procedural areas of Endoscopy and Transplantation.

CARDIOVASCULAR

MMC's Cardiovascular Service Line addresses the treatment needs of patients with cardiovascular diseases such as coronary artery disease, valvular heart disease, congestive heart failure, arrhythmias, congenital heart disease, and peripheral vascular disease.

ONCOLOGY

MMC's Oncology Service Line provides health services to patients diagnosed with cancer such as medical oncology, radiation oncology, gynecological oncology, and surgical oncology.

SURGICAL

MMC's Surgical Service Line addresses specific health problems requiring surgical intervention including cancer, cardiovascular disease, eye diseases and injuries, gastric and intestinal diseases and injury, gynecological diseases and injury, joint and bone diseases and injury, neurological and spinal diseases and injury, bariatric, trauma, and genito-urologic diseases and injury.

NEUROSCIENCES

MMC's Neurosciences Service Line addresses the treatment needs of patients with neurological diseases such as stroke, epilepsy, neuro-oncology, multiple sclerosis, neuroendovascular diseases, Parkinson's disease, Alzheimer's disease and dementia, neuromuscular diseases, peripheral nerve and muscle conditions, and spine disorders as well as an array of neurodiagnostic services including electroencephalography (EEG) and sleep lab.

WOMEN'S AND CHILDREN'S

MMC's Women's and Children's Service Line addresses the health problems and needs of women and of children under 18 years of age with such clinical services as child birth and pediatric subspecialties including, neonatology, pediatric medicine, oncology, cystic fibrosis, gastroenterology and nutrition, cardiology and cardiac surgery, nephrology, neurology, pulmonology, ophthalmology, orthopedics, and urology.

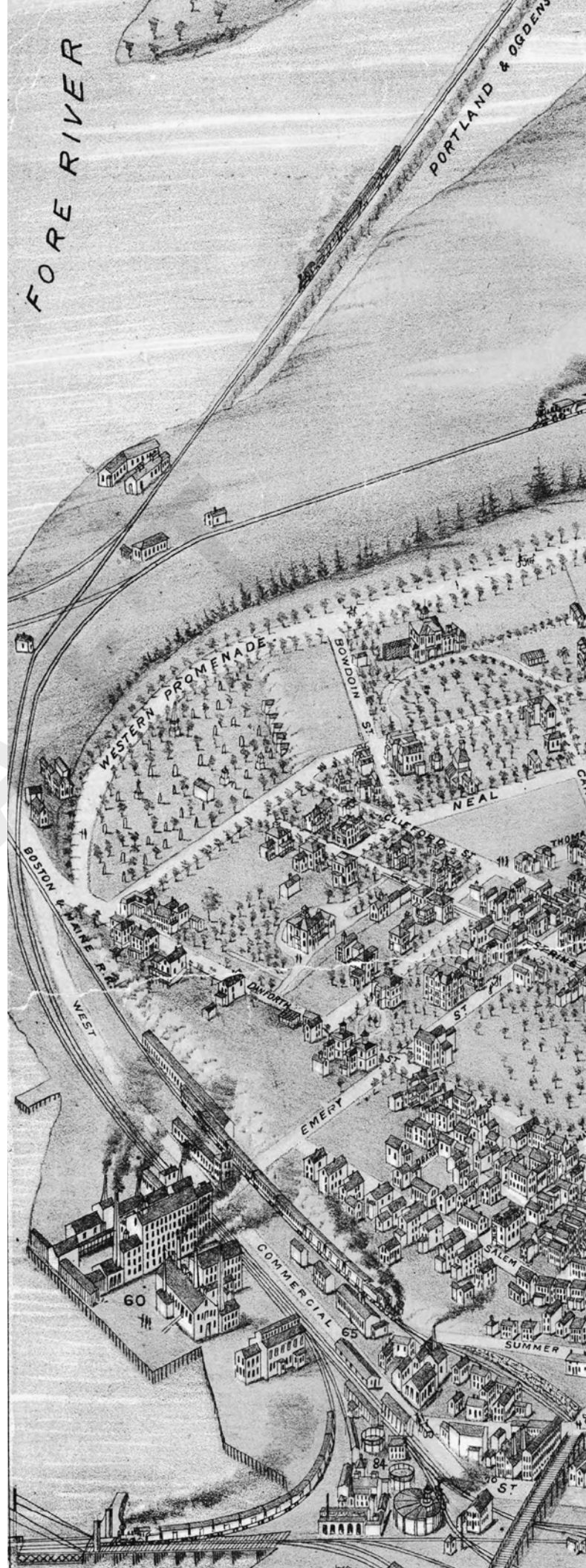
HISTORY

MMC opened its doors in 1874 as Maine General Hospital on Bramhall Hill, at the northern end of the tree-lined Western Promenade and adjacent to the Bramhall Reservoir.

The campus, designed by architect Francis Fassett, included four pavilions around a central administration building. The east pavilion and two outbuildings were erected first, providing patients with sweeping views of Casco Bay and the Fore River. The hospital was designated as the training facility for the Portland School for Medical Instruction and the Medical School of Maine at Bowdoin College, and had its own School of Nursing. Built of red-brick in Italian Gothic style, Maine General soon became a local landmark and a destination for the most up-to-date medical care in the state.

The opening of Union Station (1888) down the hill at Congress and St John Sts brought commercial uses to the area and improved access to the hospital. The hospital also catalyzed development of the area with medical uses such as the 1891 Maine Eye and Ear Infirmary as well as residential uses. The Western Promenade neighborhood gained prominence at the turn of the century as high-end homes and apartment buildings were built near the hospital and improvements were made to the

Fig.1.1 1876 Bird's eye view of Portland.





Western Promenade parklands. Maine General Hospital modernized its facilities through the 1920s and added a third pavilion in 1929.

In 1951, Maine General Hospital, the Maine Eye and Ear Infirmary, and Children's Hospital merged to become MMC. Two new pavilions were added in 1956 to provide modern patient rooms. Suburban growth and the construction of interstate highways in the 1960s increased demand for parking at the Medical Center, which was met by converting the Bramhall Reservoir into a surface parking lot (current South Lot).

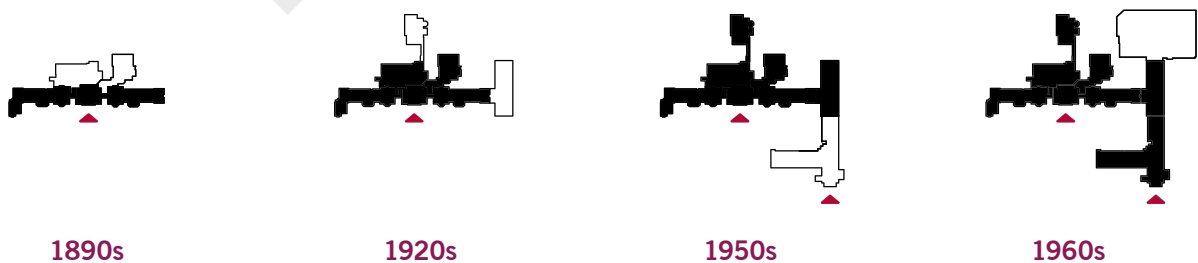
In 1968, MMC doubled the size of its facilities with the addition of the eleven-story Richards Wing. The campus expanded its footprint down towards Congress St with the addition of its first parking garage (now known as Employee Garage) in the

1970s. In the late 1970s, MMC became a teaching hospital for the University of Vermont College of Medicine.

In 1985, MMC opened the six-story LL Bean Building, another major addition to the campus. The Bean Building housed the new Neonatal Intensive Care Unit (NICU), operating suites, and specialty departments; it also now houses the Barbara Bush Children's Hospital (BBCH). The Dana Building was built in 1987, adding much-needed classroom and conference space to the campus.

Through the 2000s, MMC has renovated and expanded its facilities to meet its role requirements as the highest acuity provider of healthcare in the state. In 2008, MMC opened the 190,000 SF East Tower including new units for prenatal care, labor, delivery and recovery, neonatal intensive care, and

Fig.1.2 Historical evolution of MMC



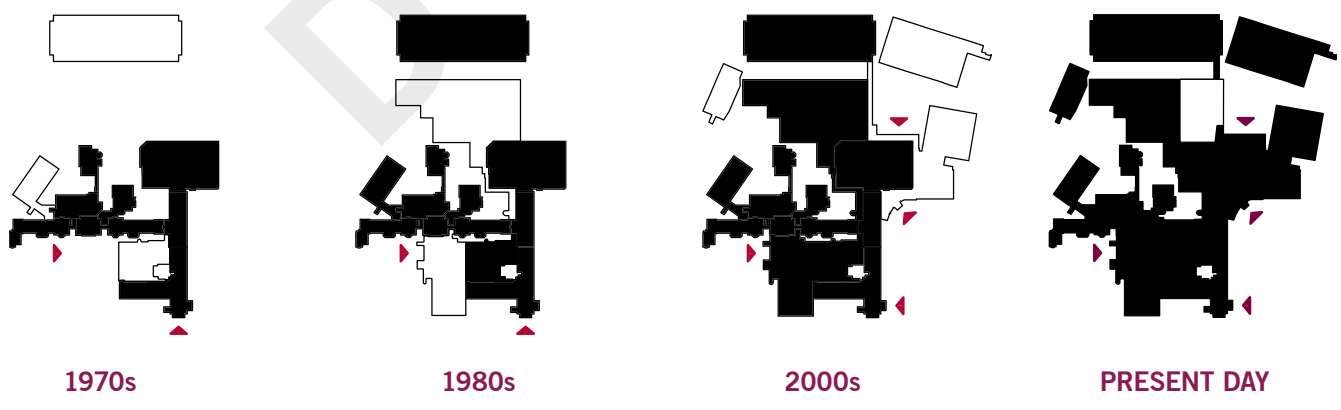
mother-baby units. The Emergency Department expanded into the basement of the East Tower the following year. The campus transformation project also included a new central utility plant and the 512-car Patient and Visitor Garage.

As its partnership with the University of Vermont came to a close, MMC initiated a new training program for medical students at the Tufts University School of Medicine in 2011. Today, MMC also hosts students from the Geisel School of Medicine at Dartmouth and University of New England College of Osteopathic Medicine.

In 2015, MMC completed construction on a portion of the LL Bean building roof to add new operating rooms and perioperative care beds.

Today, MMC is undertaking a new planning effort driven by the need to replace semi-private

patient rooms with private rooms and to provide additional surgical capacity. The plan also provides an opportunity to address infrastructure needs, parking, wayfinding, and overall building organization to improve the delivery of care (see **Chapter 2** for details).



CAMPUS CONTEXT

MMC Bramhall campus is located at a high point in the west end of the Portland peninsula that is renowned for the Western Promenade—an 18-acre park and national historic landmark designed by the Olmsted Brothers, among others. The campus abuts the Western Promenade in a dense urban setting that serves, in many ways, as a transitional zone between areas with diverse character, land uses, and demographics.

The campus, which serves the entire state of Maine as well as eastern New Hampshire, is located within less than a mile's distance of I-295, which links Portland to destinations across New England. To the north, the campus fronts on Congress St—Portland's main street that extends along the spine of the peninsula to Portland's downtown and beyond. The MMC campus is located at the western gateway into the City.

Fig.1.3 Bird's eye view of the campus in its urban context

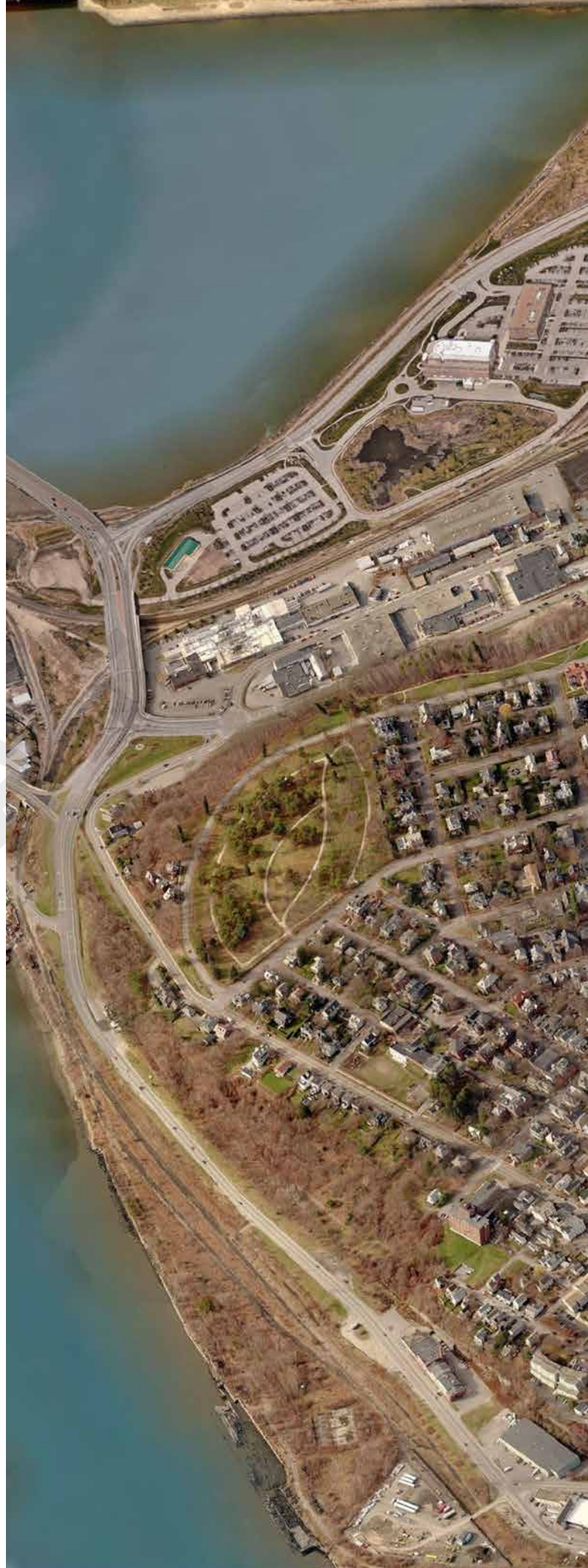






Fig.1.4 Bird's Eye View of the Campus in Context, Looking North



ADJOINING NEIGHBORHOODS

The 21.8-acre MMC Bramhall campus abuts four distinct neighborhoods. To the west and north is the St John Valley Neighborhood, a diverse area featuring a wide mix of uses including industrial warehouses, a large food processing plant, bus garages and facilities, single-family residential, local and chain restaurants, multi-family rentals, and alternative grocery stores. St John Valley, and the largely residential Parkside neighborhood to its east, are among the most ethnically and racially diverse in Portland. (City of Portland GIS Maps, 2010 Diversity Index). The two neighborhoods share easy access to Hadlock Field, Fitzpatrick Stadium, and Deering Oaks Park north of Park Avenue.

The Western Promenade neighborhood is located to the south of the medical campus. The focal point and namesake of the neighborhood is the 18-acre linear park that wraps the 120-foot tall escarpment, providing sweeping views of the Fore River. Designated as a park as early as 1836, and designed in 1905 by the Olmsted Brothers. The Western Promenade neighborhood and large sections of the adjoining West End neighborhood are included in the West End local historic district in recognition of their cohesive residential character featuring major architectural styles from 1850 to the 1920's (see Historic Resources at right).

ZONING CONTEXT

Development on the MMC campus has been historically governed by Contract Zone agreements C41 (main campus) and C18 (Congress St Medical Building).

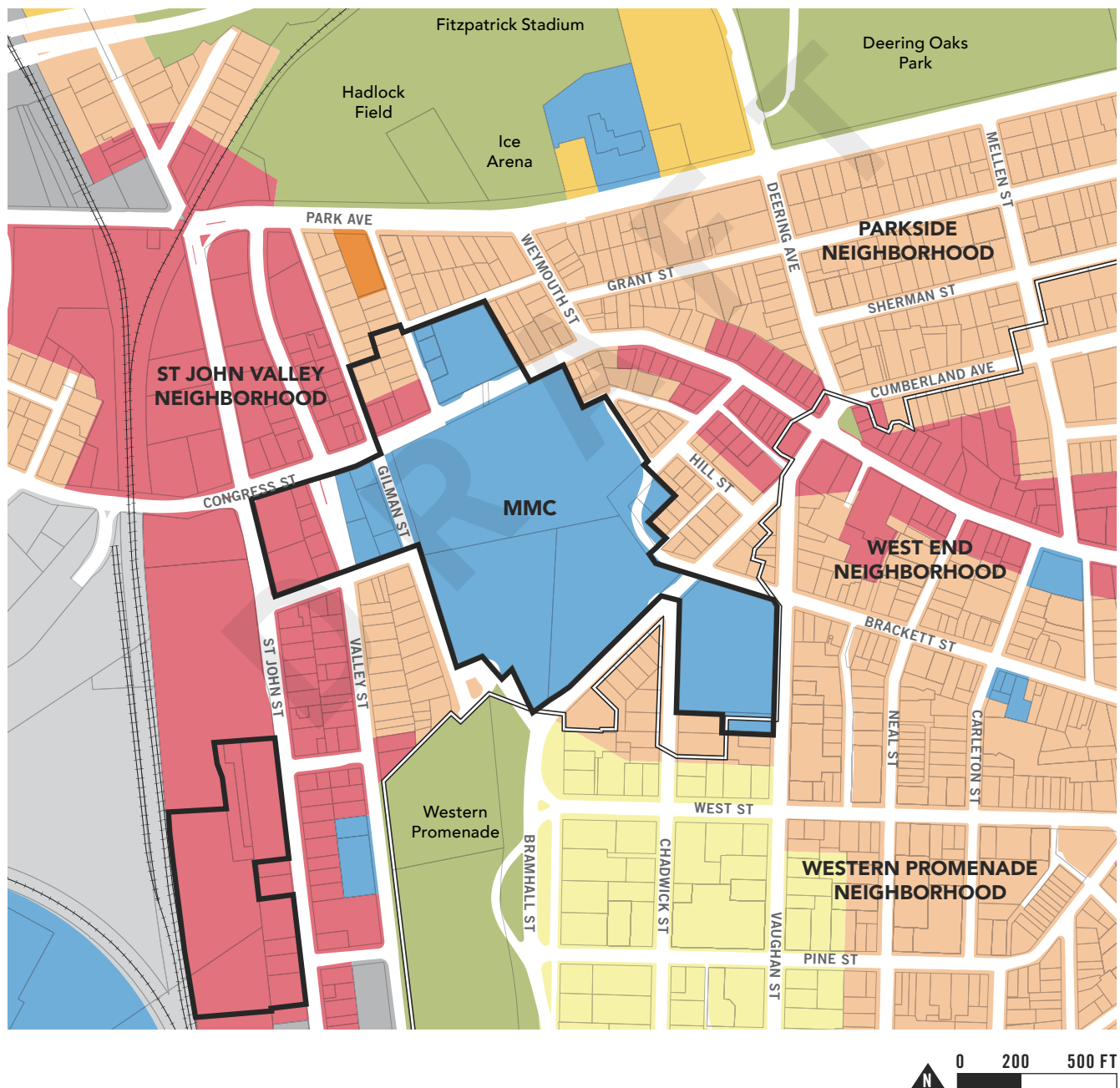
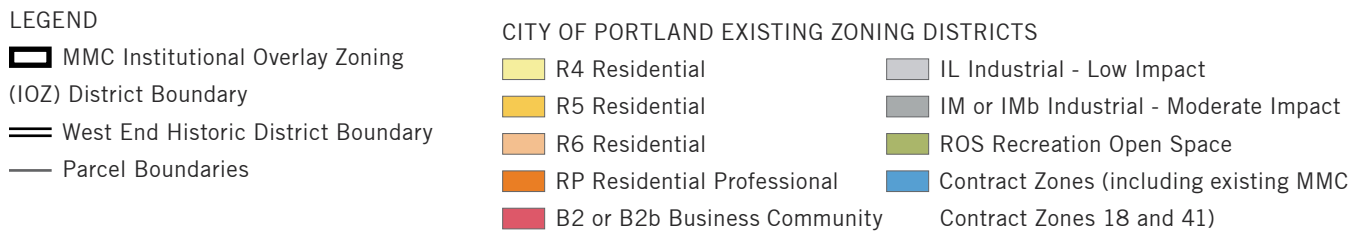
At the request of the City, and with input from its neighbors, MMC has developed an Institutional Development Plan (IDP) in the new Institutional Overlay Zone (IOZ). See **Fig.1.5 on page 19** for a map of MMC's IOZ in its zoning context.

HISTORIC RESOURCES

The MMC Bramhall campus abuts the West End Historic District, one of the eleven locally-designated historic districts in the City of Portland (see **Fig.1.5 on page 19** for district boundary). The locally-designed West End Historic District includes the Western Promenade.

The West End Historic District was added to the National Registry of Historic Places (NRHP) under the name "Western Promenade Historic District" in 1984. The NRHP also lists the Western Promenade as a national landmark (added in 1989).

Fig.1.5 MMC Campus: Neighborhood and Zoning Context (Data Source: City of Portland GIS)



PROPERTY OWNERSHIP

MMC owns and leases a number of properties across the City of Portland. These properties are listed and identified on a map on the following pages (see **Fig.1.7** and **Tables 1.2 and 1.3** on the following pages).

Properties that have a functional relationship to the MMC Bramhall campus, which is the subject of this IDP are highlighted with an ★ on **Tables 2.5 and 2.6**. Per the requirements of the IOZ, a functional relationship is defined as uses or activities that are integrally linked to the day-to-day operations of the MMC Bramhall Campus, without which activity at MMC would be severely limited in one or more services.

Fig.1.6 Bird's Eye View of the Campus in Context, Looking South





Fig.1.7 Map of MMC-Owned Parcels and Leased Properties

■ All Parcels within the City of Portland owned by Maine Medical Center or MMC Realty Corp.
 ● Locations where MMC leases space (map extent only)

Table 1.2 List of Properties Owned by MMC within the City of Portland

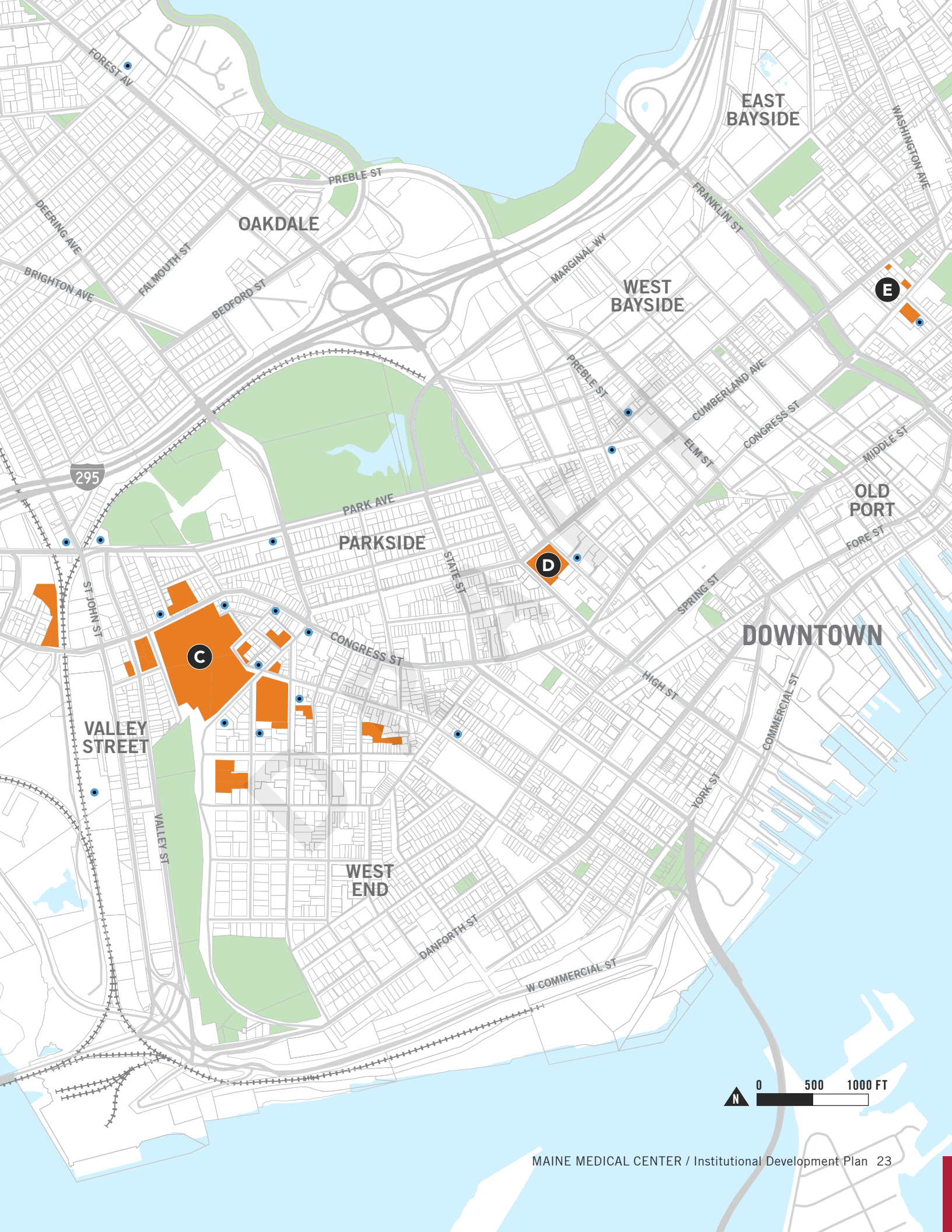
Parcel Address	Current Use		
A MMC BRIGHTON CAMPUS		C MMC BRAMHALL CAMPUS AREA	
335 Brighton Ave	MMC Brighton	* 22 Bramhall St	MMC Bramhall
367 Brighton Ave	Residential	* 930 Congress St	Medical Office
27 Hollis Rd	Residential	* 932 Congress St	Business Office
136 Prospect St	Residential	* 887 Congress St	Medical Off. / Pkng
142 Prospect St	Residential	* 308 Brackett St	Parking (South Lot)
170 Prospect St	Residential	* 993 Congress St	Parking
		* 995 Congress St	Business Office
B MMC BEHAVIORAL HEALTHCARE		* 98 Chadwick St	Maint. Garage
556 St John St	Medical Office	* 94 Chadwick St	Parking / Storage
		* 47 Bramhall St	Business Office
D GATEWAY GARAGE BUILDING		* 229 Vaughan St	Business Office
177 High St	Business Office	216 Vaughan St	Medical Office
429 Cumberland Ave	Business Office	66 Bramhall St	Medical Office
Note: MMC does <u>not</u> own but leases parking spaces in the Gateway Garage.		19 West St	Medical Office
		120 West St	Residential
E PORTLAND FAMILY MEDICINE		34 Ellsworth St	Vacant Land
272 Congress St	Medical Office	40 Ellsworth St	Vacant Land
263 Congress St	Parking Lot	231 Western Prom	Residential
148 Cumberland Ave	Parking Lot	227 Western Prom	Vacant Land
		44 Gilman St	Parking
		52 Gilman St	Medical Office
		261 Valley St	Parking
		262 Valley St	Parking
		264 Valley St	Vacant Land

Table 1.3 List of Properties Leased by MMC in the City of Portland

Parcel Address	Current Use		
* 131 Chadwick St	Business Office	* 905 Congress St	Parking
180 Park Ave	Business Office	98-100 India St	Parking
233 Vaughan St	Business Office	183 Brackett St	Residential
241 Oxford St	Business Office	25-29 Crescent St	Residential
315 Park Ave	Business Office	* 321-325 Brackett St	Res. / Pkng
39 Forest Ave	Business Office	75 St. James St	Storage
509 Forest Ave	Business Office	85 St. James St	Storage
* 7 Bramhall St	Bus. Off. / Pkng	<i>Located off the map extent:</i>	
794 Congress St	Business Office	12 Andover Road	Medical Office
295 Park Ave	Medical Office	1250 Forest Ave	Medical Office
20 Portland St	Medical Office	1577 Congress St	Medical Office
818 Congress St	Medical Office	901 Washington Ave	Business Office
* 181 High St	Parking	190 Riverside St	Business Office
* 222 St John St	Parking	87 Central Ave	Medical Office

* Denotes properties with a functional relationship to the MMC Bramhall Campus. A functional relationship is defined as uses or activities that are integrally linked to the day-to-day operations of the MMC Bramhall Campus, without which activity MMC would be severely limited in one or more services.





COMPLIANCE WITH THE COMPREHENSIVE PLAN

MMC, being a long term member of the Portland community, recognizes the Comprehensive Plan contains the City's overall goals for growth and change through the articulation of a variety of policy directives and goals for the development. Among other things, the Plan addresses the City's infrastructure, commercial/business development, transportation resources, industry, and commerce and residential housing plans.

The MMC IDP and Regulatory Framework are in basic harmony with the City's overarching goals and policies. With its IDP and Regulatory Framework, MMC has balanced and accommodated the many City goals and policies in a way that advances the City's overall best interests while at the same time addresses the high priority healthcare needs of Portland's residents and the people of the State of Maine. This balancing is exactly the type of flexibility that the City's recently drafted IOZ ordinance is meant to facilitate.

MMC IDP: COMPLIANCE WITH THE COMPREHENSIVE PLAN

In this IDP, MMC conveys the need to modernize its facility in order to meet the healthcare needs of the people of northern New England. This includes not only upgrading clinical space and providing for the needs of patients and families, but also continuing its investment in its personnel and their ability to travel to and from the workplace and secure needed parking. The adopted 2035 Comprehensive Plan "promotes the orderly expansion of institutional uses, such as educational and hospital campuses, which are central to workforce development, employment, and the health of the local and regional economies" (*Comprehensive Plan*, p.45).

Economic Growth

Employee engagement indicators reveal that one of the issues of greatest importance to current and future employees, in addition to compensation, is parking availability. In order to attract a high quality, highly educated workforce, MMC factors into its operations these two important considerations. Following the completion of its short-term modernization project, MMC projects a growth in its employment base into the future in part because of its status as an excellent academic medical center. Portland's Comprehensive Plan promotes the growth in employment base and supports sustainable growth in education and medical institutions (*Comprehensive Plan*, pp. 44 and 88)

Transportation

MMC has also considered its transportation needs holistically, factoring into its future development alternative means of transportation. Since 2009, the MMC has had in place a Transportation Demand Management (TDM) plan called "Get on Board!". MMC is updating that plan and considering enhancements to encourage more walking, cycling, and public transportation by its employees. Changes by the City and State will be needed in order to make this Plan successful and allow for reliable alternatives to driving. This endeavor is a joint responsibility between MMC and the City and State, which will take years to address. The Comprehensive Plan challenges the City to "support the vision of large, transformative projects [such as the MMC modernization project] through strategic, cost effective, and incremental actions" (*Comprehensive Plan*, p.74). MMC has been, and continues to be, committed to the process and has often been cited by the City of Portland Planning Department as a TDM role model in the City.

Environment

A clean environment is important for healing and health. MMC is environmentally conscious and engages in recycling to minimize the generation and environmental impacts of solid waste. The Hospital conserves water when possible, and has switched away from pesticides to more organic landscape solutions reflecting Portland's goal of "model[ing]

environmentally sound landscape management practices, such as planting native species, and limiting the use of pesticides and fertilizers" (*Comprehensive Plan*, p. 20). Buildings are built with energy efficiency standards in mind. Local farmers visit the campus weekly during harvest months and employees are encouraged to support the local food movement. The Comprehensive Plan also notes the need to "support a healthy, resilient, and sustainable food system by collaborating with local and regional stakeholders" (*Comprehensive Plan*, p.20).

MMC REGULATORY FRAMEWORK:

COMPLIANCE WITH THE COMPREHENSIVE PLAN

In keeping with the goals of the Comprehensive Plan, MMC has projected its future expansion needs, taking into account the neighborhood context in which it is situated. MMC has minimized future expansion into residential areas adjacent to its campus, thereby preserving housing stock in the City (*Comprehensive Plan*, pp. 48-50). It has appreciated the neighborhood involvement in its zoning process and has been responsive to the concerns raised.

MMC is taking the bold step of reorienting its front entrance to Congress St, which serves as a gateway corridor to the City of Portland. The area presently is commercial in nature and in need of investment and activation as is recognized by the City's *Comprehensive Plan* (pp. 84, 86). Welcoming

the public at the new entrance accomplishes a number of land use goals: it adds tremendous activity to the streetscape, with people coming and going. It also eliminates traffic in the residential neighborhoods of the West End and Western Promenade by providing clear wayfinding directly off of Interstate 295 and the major arterials entering the City. Further, investment in this area will transform the area with the expectation that other properties in the vicinity will likewise invest. In fact, the owners of Union Plaza, located at the junction of Congress St and St John St, testified before the Portland Planning Board that they have been waiting for such investment before they took the step of redesigning and investing further in that property. MMC expects, and is excited about, a transformation of the area into a more vibrant, active and clean area, good for local merchants, hospitality businesses, restaurants and residents.

The *Comprehensive Plan* identifies the St John St / Congress St area as a "priority node, an area that has seen disinvestment, grown in sprawling patterns, simply have the potential to serve as focal points for change in the forms of increased density or, height, streetscape improvements, or diversification of uses to better serve neighborhood needs" (*Comprehensive Plan* p. 84, see **Fig.1.8 on page 27**). MMC's IDP will serve as the catalyst to stimulate new development, investment and reinvestment in this area of the City.

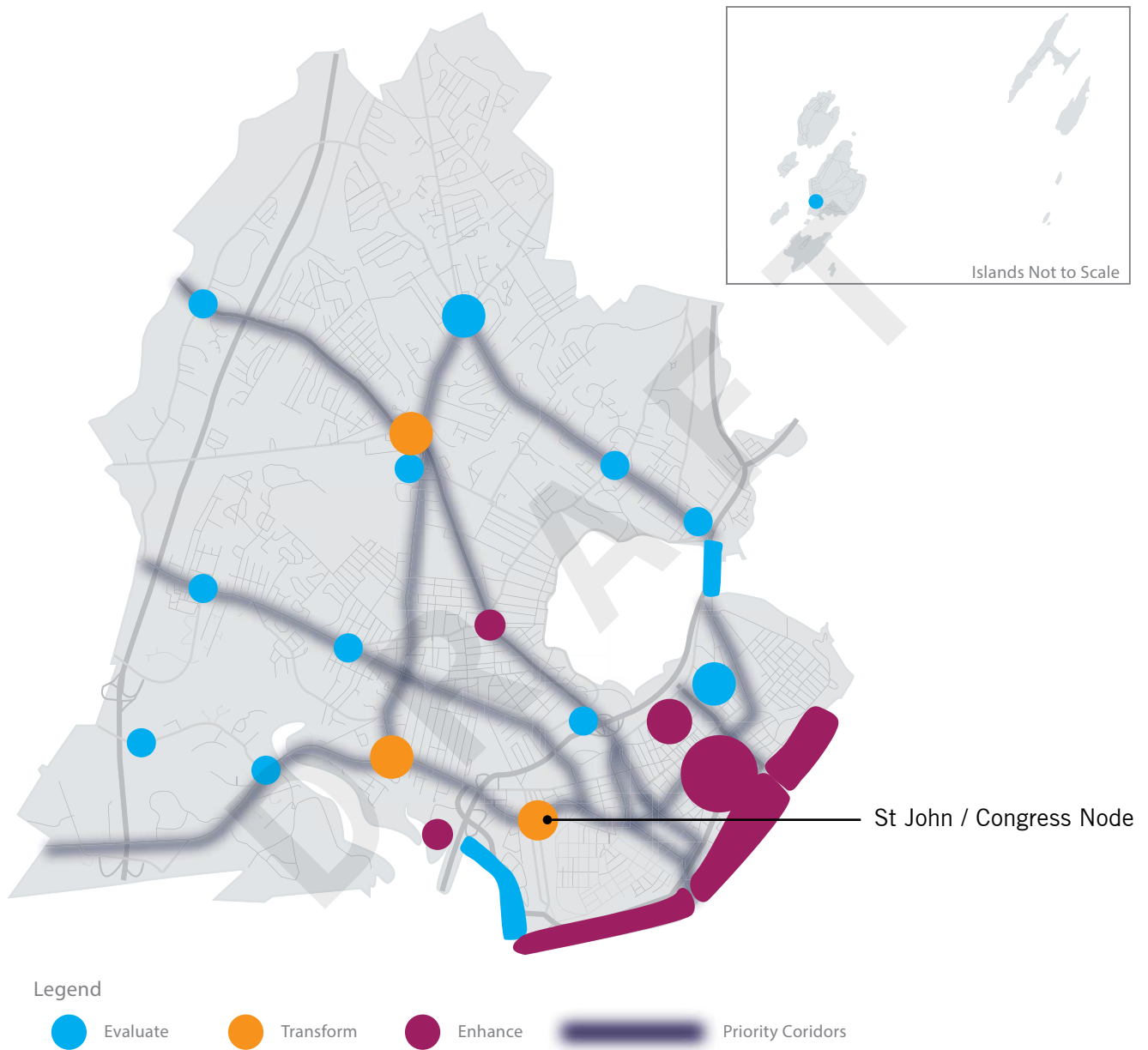
MMC's IOZ Regulatory Framework provides the mechanism for thoughtful, future development to transform the priority corridor identified by the City into an area of "additional mixed uses, higher density growth to take advantage of the transit benefits and services that well-designed, diverse corridors can offer" (*Comprehensive Plan*, p.84).

CONCLUSION

From an analysis of MMC's IDP, it becomes clear that the IDP is consistent with the City's *Comprehensive Plan* and the purposes contained within the City's IOZ ordinance.

From an analysis of the Regulatory Framework that accompanies MMC's IDP, it becomes clear that the Regulatory Framework is consistent with the City's *Comprehensive Plan* and with MMC's IDP.

Fig.1.8 Diagram Showing Priority Nodes and Corridors, City of Portland Comprehensive Plan (2017)



PUBLIC INPUT ON IDP

MMC appreciates the importance of maintaining an open dialogue with its neighbors and keeping its neighbors up to date on its evolving plans for replacement and modernization at its Bramhall Campus. In August 2016, MMC leadership met with the neighborhood representatives of its four adjacent neighborhood groups: St John Valley, West End, Western Promenade, and Parkside to explain its need to modernize its campus. Shortly thereafter the Libbytown Neighborhood Association was added to the group.

Since November 2016, MMC has met on a monthly basis with two representatives of each neighborhood ("Expansion Group") to engage in a productive

dialogue regarding the City's new IOZ process and MMC's IDP. The City's Planning Director and the City's District 2 Councilor has been invited to each of these monthly meetings. The minutes of the monthly meetings are distributed to the Group members who are asked to disseminate them to respective neighborhood constituents.

MMC also has created a website (<http://www.mmc.org/modernization>) to ensure open communication with the community at large and specifically its adjacent neighbors. The minutes of each Expansion Group meeting are posted on the website, as are any updates or current events occurring which involve MMC's plan. These include dates for the

Fig.1.9 Public Meeting #1 (January 12, 2017): Open House Portion for Collecting Public Comments



Planning Board workshops and hearings and a link to the City's Planning website. A designated contact email has been established where residents can ask questions, provide suggestions, etc., and a text about sign-up is provided for those who want to receive them.

Finally, to date, MMC has held two larger neighborhood meetings where information has been shared about MMC's needs and its plans to address its issues of bed capacity, operating needs and transportation and parking. These meetings have been well attended and have allowed time for participants to ask questions, voice opinions and to get answers. The minutes of these meetings are posted on the MMC website as well as submitted to the City of Portland.

MAJOR AREAS OF PUBLIC CONCERN

At the initiation of MMC's Master Facility Planning engagement with its neighbors, it was recognized there would be concerns identified by neighborhood residents that would require ongoing dialogue and an openness to new ideas or suggestions. It was understood that there may be many areas where consensus of approach will be reached, and other areas where reasonable minds could differ. MMC and the participants in this process have identified the following "areas of major public concern":

- By far the biggest concern with the MMC proposed IDP revolves around transportation and parking, and specifically with the location of future parking structures;

- A fear of property acquisition by MMC in residential zones;
- Patients, visitors, or employees smoking in the neighborhood; and,
- Hope for continued public engagement between MMC and its neighbors.

MMC's IDP has addressed each of these concerns in the following chapters.

In addition, the public indicated concern with the height of the proposed Gilman St parking structure as well as the need for a well-thought-out Construction Management Plan to apply during the course of construction. MMC has listened to each of these concerns and has addressed them as follows:

- MMC has relocated the parking structure from Gilman St to a nearby location that is tucked behind existing buildings on St John St. By doing so it was able to lower the height of the structure while also removing it from the priority node designated by the City for gateway treatment.
- MMC has hired Turner Construction Company to manage the daily operations of construction. Turner is well-versed in managing construction projects adjacent to residential uses and has agreed to comply with all requirements of the City Construction Management Template, which is attached as an appendix to this IDP.

MASTER FACILITY PLAN

As it nears its 150th anniversary, Maine Medical Center continues to improve its facilities and services to fill its role as Maine's leader in patient care, education, and research. MMC is engaged in master facility planning to address clinical, building, and parking needs.



MASTER FACILITY PLANNING PROCESS

The goal of any healthcare facility planning process is to evaluate the suitability of the campus or facility to meet anticipated needs for the delivery of healthcare with enough flexibility to allow for adjustments within an ever-changing healthcare market. Future development opportunities are identified in this process.

Maine Medical Center's campus has grown in size and complexity throughout the years. This growth brought changes in programmatic and infrastructure needs and to allow it to serve patients in the State.

PLANNING FACTORS SPECIFIC TO HEALTHCARE

There are a multitude of factors to consider in healthcare planning that are unique to the industry and some that limit the ability to plan too far into the future. Due to the unpredictability of many of these factors, healthcare planning beyond three years with relative accuracy is challenging. Therefore, healthcare planning is typically completed in three-year increments. For example, the rate of change in healthcare payment and policy often follows federal and state election cycles but can change as often as annually. A summary of factors that affect healthcare planning is included in the **Table 2.1** at right.

MMC'S MASTER FACILITY PLAN: PROCESS

Each of the following are aspects of a master facility plan and have been evaluated to determine the needs and projected growth for MMC.

Facility Assessment

The baseline for any master plan is to evaluate the current state of the campus including age of buildings, capacity of infrastructure, and appropriateness of building layout to accommodate the modern delivery of healthcare. This helps the organization identify areas which must be addressed by any future facility work.

Programmatic Requirements

Anticipating the healthcare needs of a community is challenging beyond a three-year period. Healthcare facilities are designed to last several years and attempt to anticipate change by allowing for flexibility and multi-use spaces. Best-practices and industry standards in healthcare delivery are used as benchmarks to anticipate programmatic needs.

Adjacencies

Maximizing key programmatic adjacencies is next in developing a functional master plan once a campus baseline and programmatic requirements are understood. Currently dispersed programs and long travel distances existing on the campus are to be evaluated and studied as an opportunity for improvement. Assessing the flow patterns and travel distances enables proper reorganization of program adjacencies for current and future design interventions.

Table 2.1 Planning Factors Specific to Healthcare

Factor	Definition
POPULATION	Changes in utilization due to population growth: — Population increase or decrease — Population distribution — Population aging — Consumer preference
EPIDEMIOLOGY	The underlying causes of disease (divided into two categories): — Disease-based: Estimates the incidence and prevalence that are impacted in the long-run by preventative measure (i.e. vaccinations effectiveness) — Behavioral-based: Changes in disease incidence and prevalence due to behavioral and sociocultural factors (i.e. obesity, smoking, diet)
ECONOMICS	Macro-economic factors that affect healthcare utilization: — Employment — Employer-based coverage levels — Healthcare Consumer Price Index — Benefit level and out-of-pocket expense — Gross domestic product growth or decline — Regional/Local healthcare environment
PAYMENT & POLICY	Legislative and market-driven reform, including specific payment and policy innovations that will impact utilization: — Health insurance coverage expansion — Accountable Care Organizations (ACOs) — Bundled payment initiatives/pilots — Publicly-funded prevention and wellness initiatives
INNOVATION & TECHNOLOGY	Structural technology that shifts the site at which care is delivered or innovations that affect utilization across different care settings: — Imaging and diagnostics — Pharmaceutical advancements — New therapeutics — Quality innovations
SYSTEMS OF CARE	Increased efficiency resulting from better care coordination and serve integration across various care sites: — Clinical Integration: Use of evidence-based practices and elimination of redundant care — Alignment: Coordination between providers, including inpatient and outpatient providers — Information Technology: Includes computerized physician order entry (CPOE) and e-care
WORKFORCE AVAILABILITY	The healthcare workforce is highly specialized which requires years of training. The availability of qualified individuals can severely limit a healthcare organization's ability to provide care.

KEY INSTITUTIONAL NEEDS

MMC's facility needs are multi-factorial but can be summarized into four categories:

1. Clinical Need
2. Building Need
3. Campus Reorganization
4. Parking Need

1. CLINICAL NEED

Increasing Severity of Case Mix

MMC treats Maine's sickest patients and estimates that the average patient seeking care at MMC will continue to get sicker. MMC's case mix index (CMI) was 1.86 in fiscal year 2015 (October – September); the highest in the state of Maine. A hospital's case mix index is calculated by finding the average severity of diagnosis-related groups at that hospital. The average case mix index for a hospital in the United States is 1.31 ([CMS.gov](https://www.cms.gov)). MMC's CMI grew to over 2.00 in fiscal year 2016 and is expected to continue to increase in the future.

Bed Shortage

Over half of MMC's inpatient beds are located in semi-private rooms (see **Fig.2.2**). MMC closes an average of 60 inpatient beds in semi-private rooms every day to prevent infection due to disease-resistant organisms (DROs), or to address behavior related issues or other room sharing restrictions. This, along with construction closures for renovations and repairs, reduces MMC's licensed bed capacity of 637 beds to an effective bed capacity closer to 560 on an average day (see **Fig.2.3**).

On a routine day, MMC can expect approximately 100 admissions from Surgery and the Emergency Department and 35 to 50 transfer requests per day from other healthcare and provider organizations. When 500 patients are in the hospital and over 60 beds are closed, a limited number of inpatient beds are available for new patients. Inpatient beds are specialized for medical/surgical, intermediate care,

Fig.2.1 MMC's Case Mix Index: Historic Data and Projections

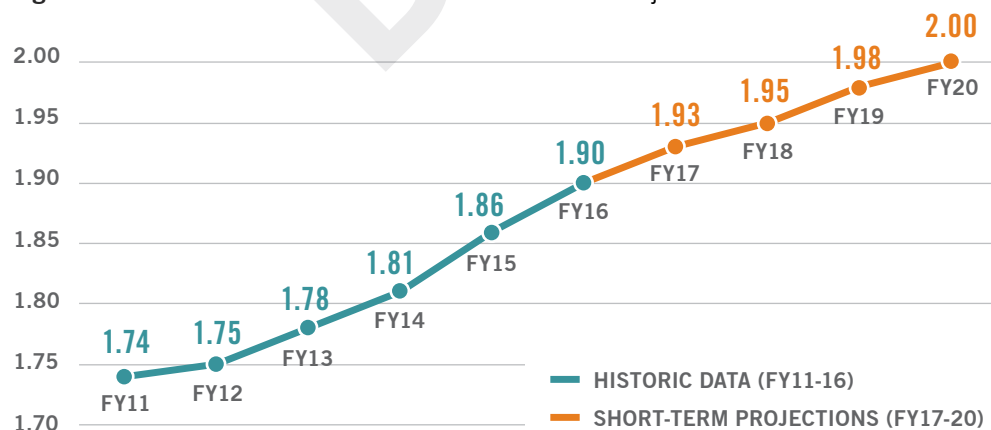


Fig.2.2 Existing Inventory of Private vs Semi-Private Beds

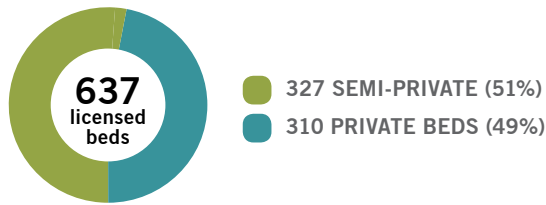
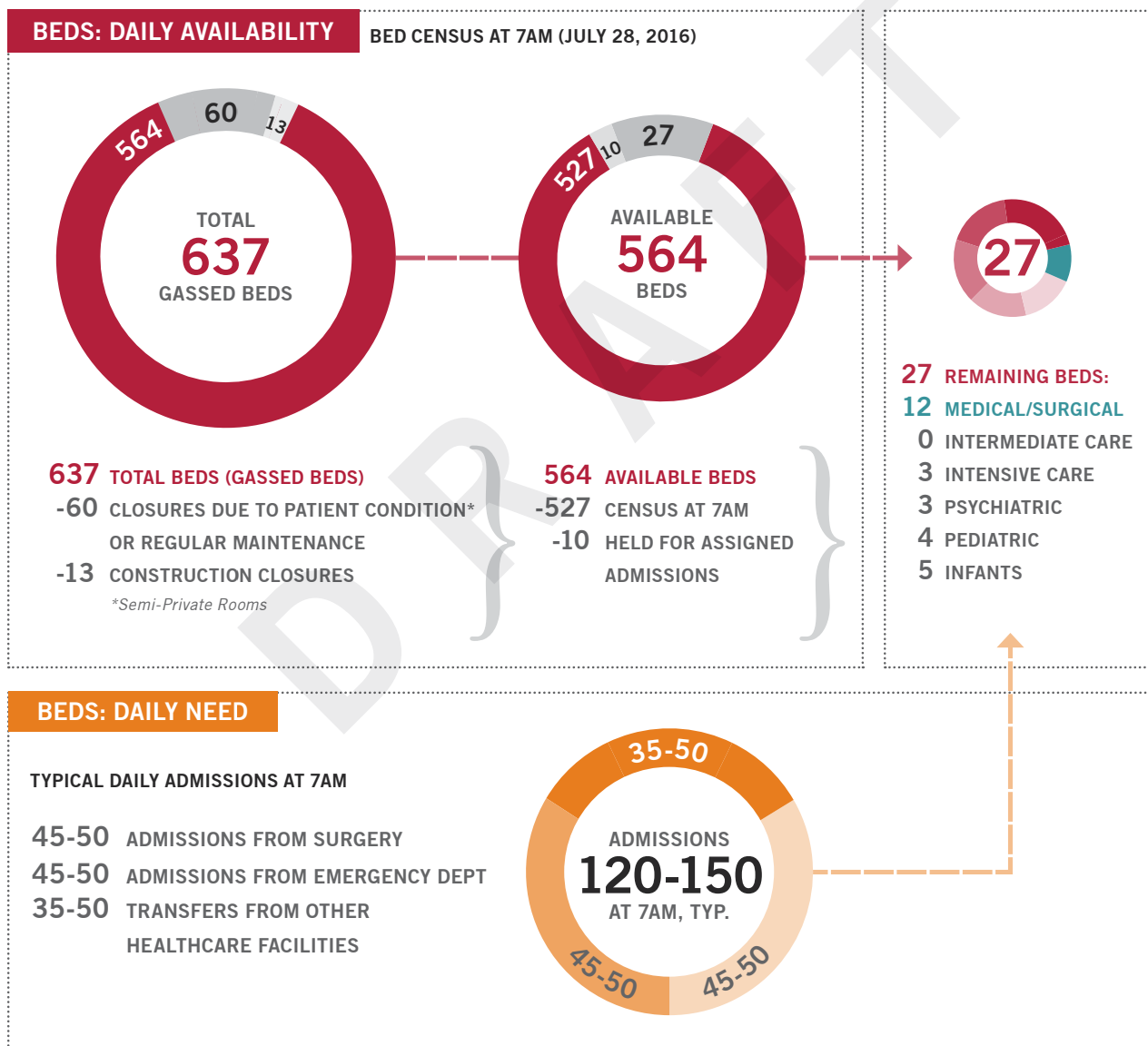


Fig.2.3 A Day in the Life of MMC: Bed Shortage



intensive care, psychiatric, pediatric, or infant care services. The actual number of beds available for specific populations of patients is much smaller. For example, if a patient needs a critical care bed but, the only beds that are available are general medical/surgical, then MMC struggles to meet that patient's needs.

Fig.2.3 demonstrates a snapshot of the challenge MMC is faced with daily to meet the needs of the community due to bed shortages. The challenge is expected to grow in complexity as patients get sicker and require highly specialized care. Many of the rooms are also too small and not flexible enough to meet the demands of the growing universality of medical equipment. The Master Facility Plan recommends adding private patient rooms and procedural capacity to meet current needs and to plan for the future. Adding new private rooms was also identified as a key strategy to decompress existing buildings, maximizing infrastructure capacity.

2. BUILDING NEED: AGING FACILITIES

The age of campus buildings is the first key element of assessing the overall suitability as structures for continued use in healthcare delivery. Facilities at MMC date back to the 1870's with the construction of the Maine General Building. Since the early 1900s, MMC has grown to meet the needs of patients. Close to 77% of MMC's clinical activities occur in buildings more than 30 years old.

MMC regularly conducts building assessments to inform future investment and development decisions on campus. The assessments evaluate the condition of building structure and systems, and compliance with current building codes and regulations including fire safety. The 2015 assessment illustrates the age and condition of the buildings on campus (see **Fig.2.4** and **Fig.2.5**). Among those that are listed, continued investment is cautioned in the Pavilions, the Richards Building and the LL Bean Building, which together host a large percentage of the hospital's bed inventory.

Table 2.2 Inventory of Existing Facilities

	Building Name	Date	Gross SF
1	Maine General	1870s	72,920
2	Annex B	1870s	36,250
3	Annex C	1870s	13,190
4	Annex A	1929	10,110
5	Pavilion A	1929	66,380
6	Pavilions C & D	1956	83,460
7	Richards Building	1968	228,920
8	Employee Garage	1970s	--
9	Diagnostics Building	1976	89,150
10	Engineering Services Bldg	1978	23,840
11	LL Bean Building	1985	231,830
12	Dana Building	1987	19,310
13	Congress St Medical Office Building	1999	47,000
14	East Tower	2008	200,000
15	Patient and Visitor Garage	2008	--
16	Central Utility Plant	2008	--

TOTAL 1,122,360 GSF

Fig.2.4 Existing Facilities by Age

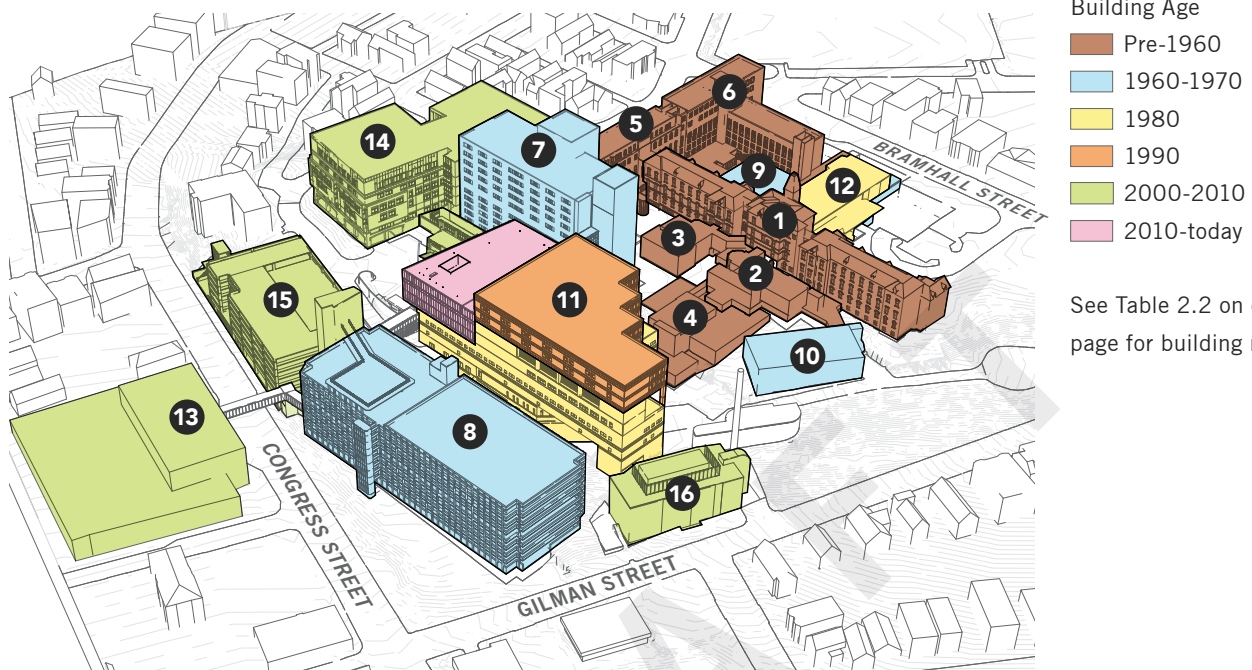
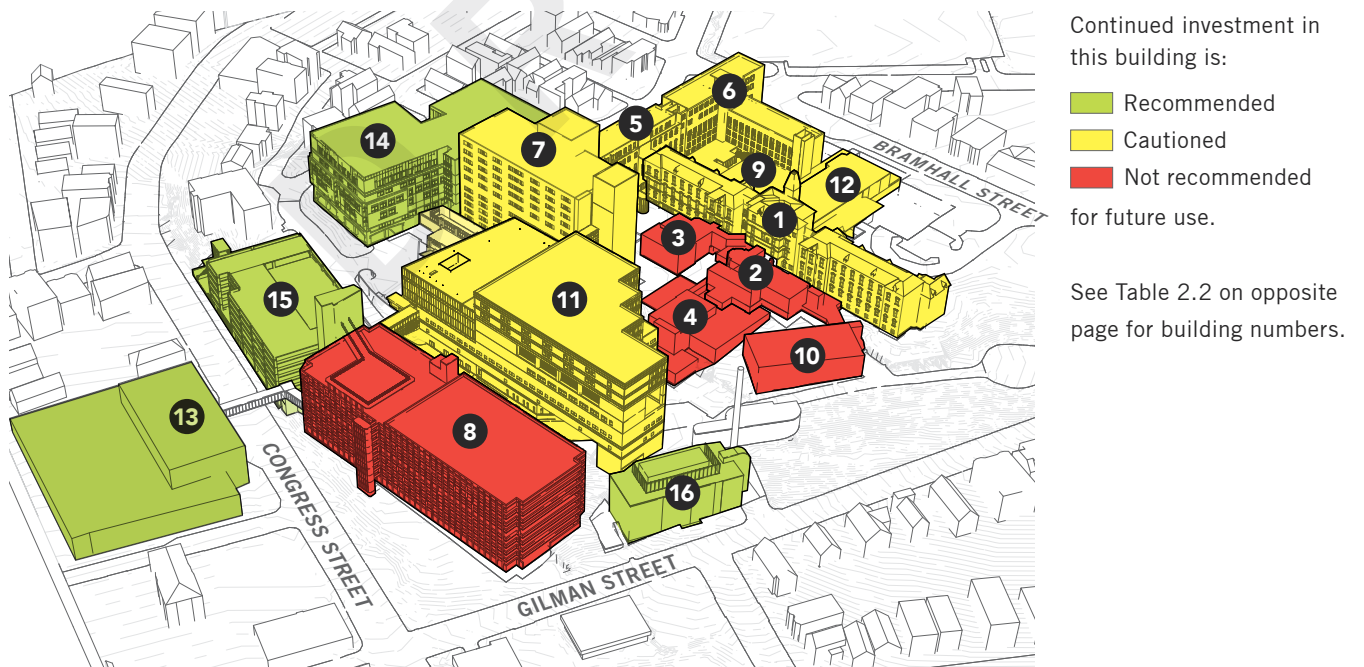


Fig.2.5 2015 Facility Assessment Results



These include a large number of semi-private beds that must be replaced by beds in private rooms to conform to current patient care standards. The Employee Garage is identified for replacement in the short-term due to its structural challenges.

MMC's Care teams work collaboratively with MMC's Facilities and Engineering teams to ensure patients are cared for in the best possible environment. This requires continuous maintenance and improvements to the facilities. The remaining opportunities for improvement and retrofits in the existing buildings are marginal. It is impossible to enlarge operating rooms or make semi-private rooms private without major disruptions to the delivery of patient care, reduction in capacity, major facility expansion, or some combination.

The proposed short-term projects (see page 40) will partially replace and modernize MMC's campus to meet anticipated future need. Proposed patient rooms will be private and adaptable to the level of care needed by patients. They will be "universal rooms" capable of being occupied by a wide spectrum of patient populations from intensive care to general medical or surgical care. Procedure rooms will be large enough to fit the equipment and technology needed for the complex procedures that patients increasingly require at MMC.

3. CAMPUS REORGANIZATION

Healthcare facility plans seek to optimize adjacencies between critical departments to reduce travel distances across campus for staff and patients.

Currently dispersed programs and long travel distances present an opportunity for future improvement on the MMC campus. The planning team assessed multiple flow patterns and travel distances to enable proper reorganization of program adjacencies to improve safety and efficiency of healthcare delivery, and ease of wayfinding for patients and families.

4. PARKING NEED

MMC hosts a wide variety of people on the Bramhall campus every day. Patients, families, staff, and students all require access to the facility. Patients and families from all over northern New England come to MMC for care. These people do not live close enough to take advantage of alternative methods of transportation like buses, cycling, or walking that are provided locally. Clinical and support staff require safe, reliable, and often emergent, access to the facility in order to provide services to patients. Providing parking is a priority at MMC, and a key driver of the Master Facility Plan (see **Chapter 3. Transportation Plan** for details).

IDENTIFICATION OF PROJECTS

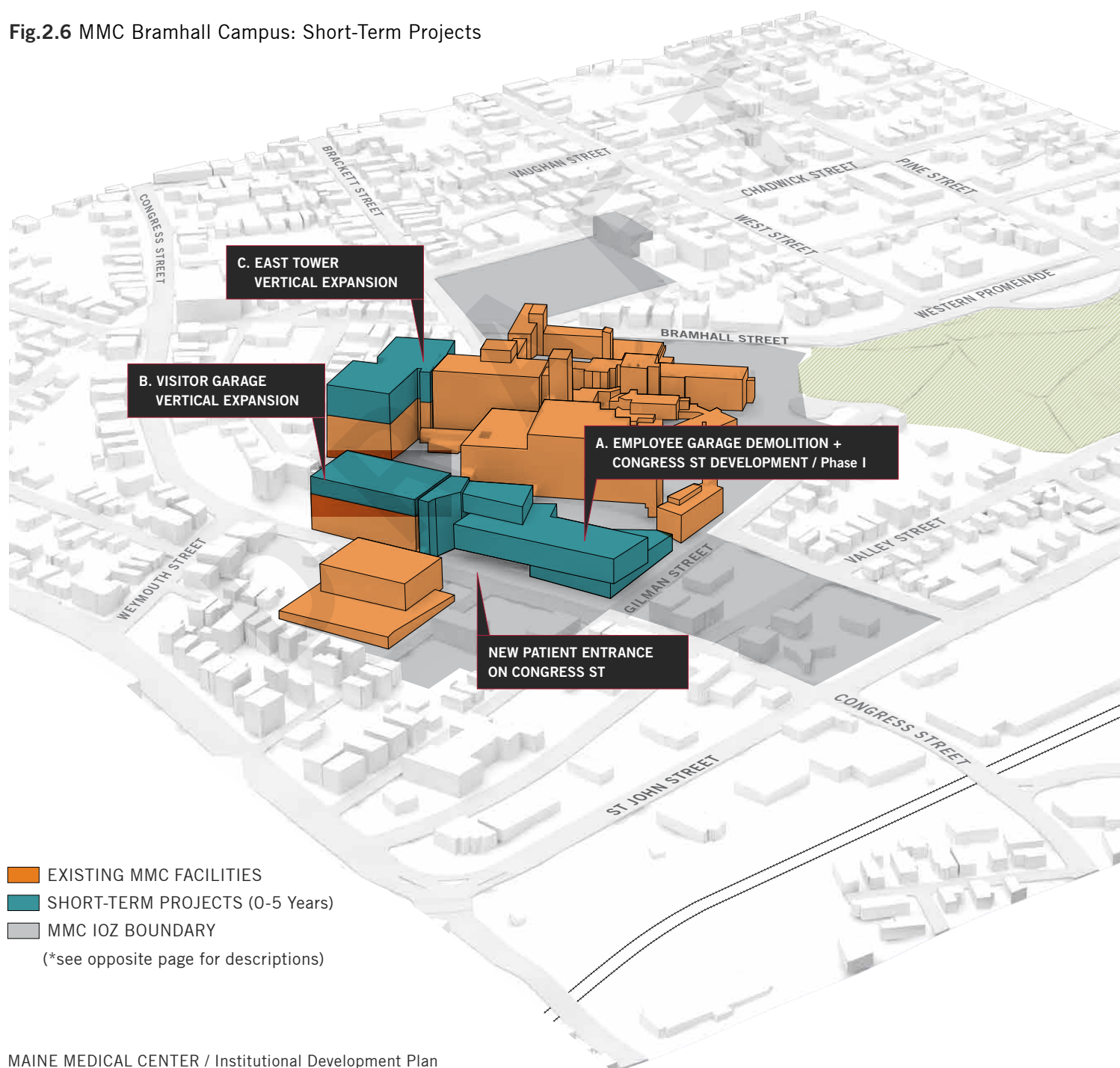
In considering all possible scenarios for development to meet the goals outlined above, the Master Facility Plan has identified the following necessary projects needed to modernize of the MMC Bramhall campus:

- Vertical expansion of East Tower to add private, universal patient rooms;
- Removal of the Employee Garage, which is nearing the end of its structural lifespan;
- Construction of a new building in place of the Employee Garage that can provide new private, universal patient rooms and surgery suites in close proximity to the Emergency Department and the hospital's core diagnostic and treatment services located in the LL Bean Building;
- Providing a new patient entrance on Congress St that clarifies the arrival sequence for the majority of patients and visitors arriving on campus via Congress St, and parking in the Visitor Garage; and,
- Construction of a new Employee Garage within walking distance to campus will provide reliable access to parking spaces for all campus employees who choose to drive to work.

SHORT-TERM PROJECTS (0-5 YEARS)

A series of short-term projects are in the planning stages to meet MMC's current needs and to improve the efficiency of care delivery.

Fig.2.6 MMC Bramhall Campus: Short-Term Projects



Demolitions

A. Employee Garage Demolition

The 2015 building assessment does not recommend continued investment in this structure (see **Fig.2.5 on page 37**).

Additions / New Construction

A. Congress St Development, Phase I (285,000 GSF)

New six-story building along Congress St on former site of the Employee Garage, plus two-story connector to the LL Bean Building. Building program includes: a new patient entrance, universal, private inpatient beds and new procedure rooms. The new entrance changes the campus's orientation to Congress St.

B. Visitor Garage Vertical Expansion

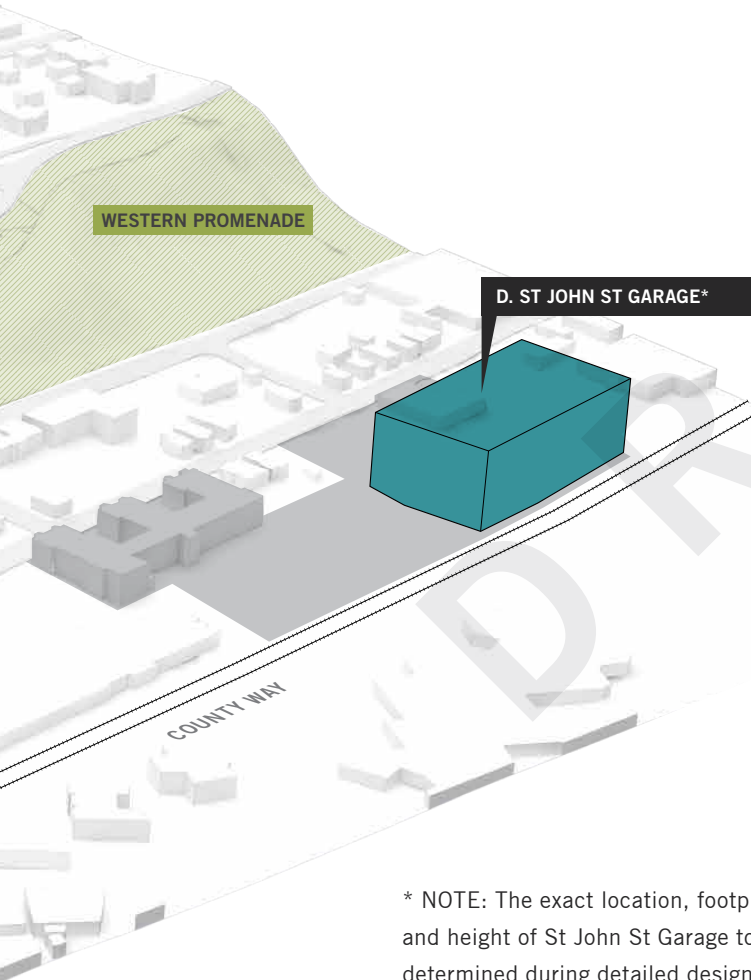
Addition of three floors at top to accommodate 225 new parking spaces.

C. East Tower Vertical Expansion (60,000 GSF)

Addition of two floors at top to accommodate 64 inpatient beds and relocated heliport.

D. St John St Garage

New 10-story, free-standing garage at 222 St John St to accommodate roughly 2,200 new parking spaces. The garage replaces spaces lost in the Employee Garage, in addition to consolidating parking from multiple surface lots owned or leased by MMC. (See **Chapter 3. Transportation Plan** for details).

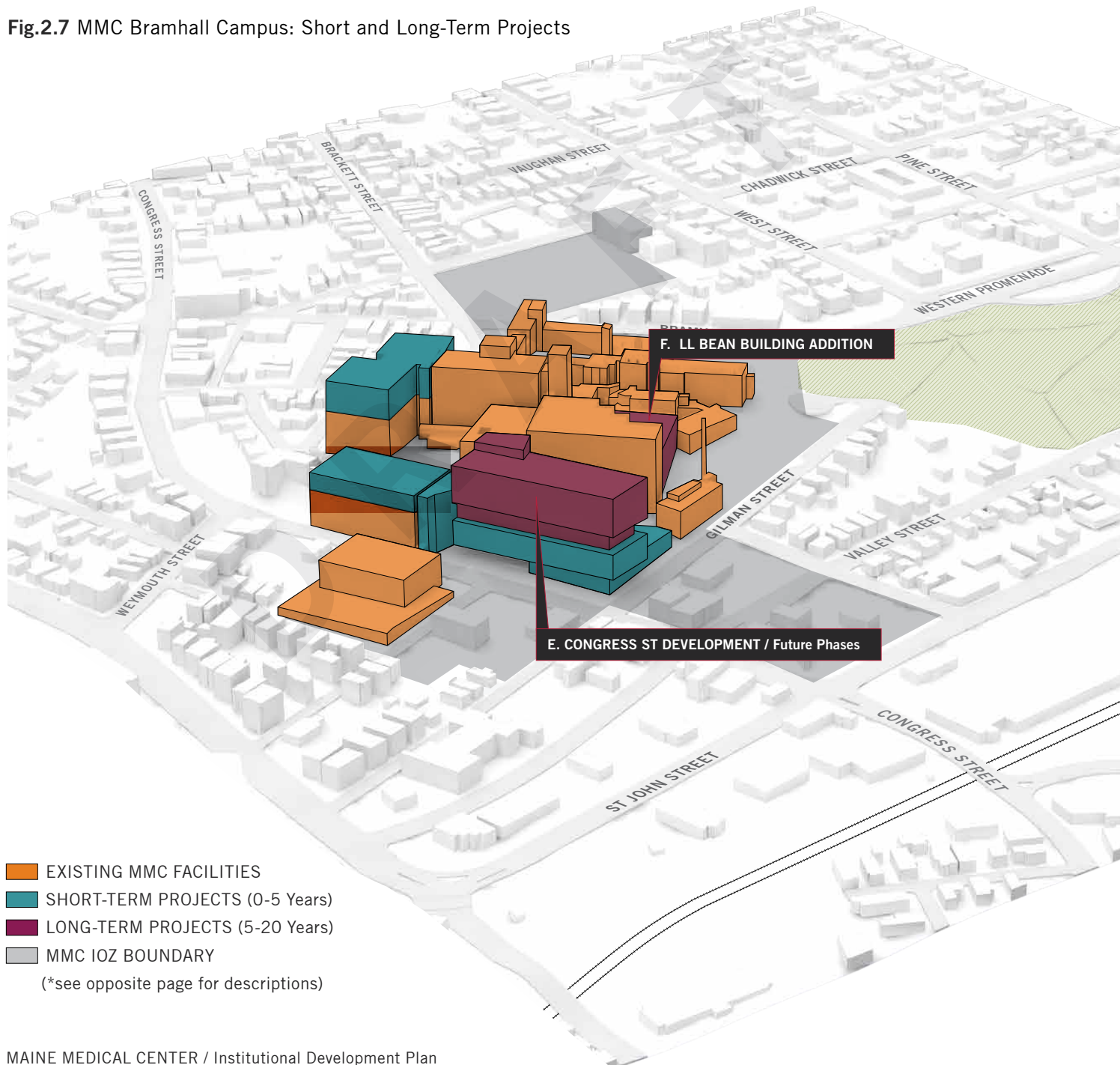


* NOTE: The exact location, footprint and height of St John St Garage to be determined during detailed design.

LONG-TERM PROJECTS (5-20 YEARS)

The facility planning process has also identified potential long-term projects that are identified below. Given the changing nature of the healthcare industry, it is currently uncertain if these projects will be implemented. MMC will continue to evaluate its facility needs following the implementation of short-term projects by 2022.

Fig.2.7 MMC Bramhall Campus: Short and Long-Term Projects



Additions / New Construction

E. Congress St Development, Future Phases (Approx. 300,000 GSF)

Future vertical expansion to include additional private inpatient beds.

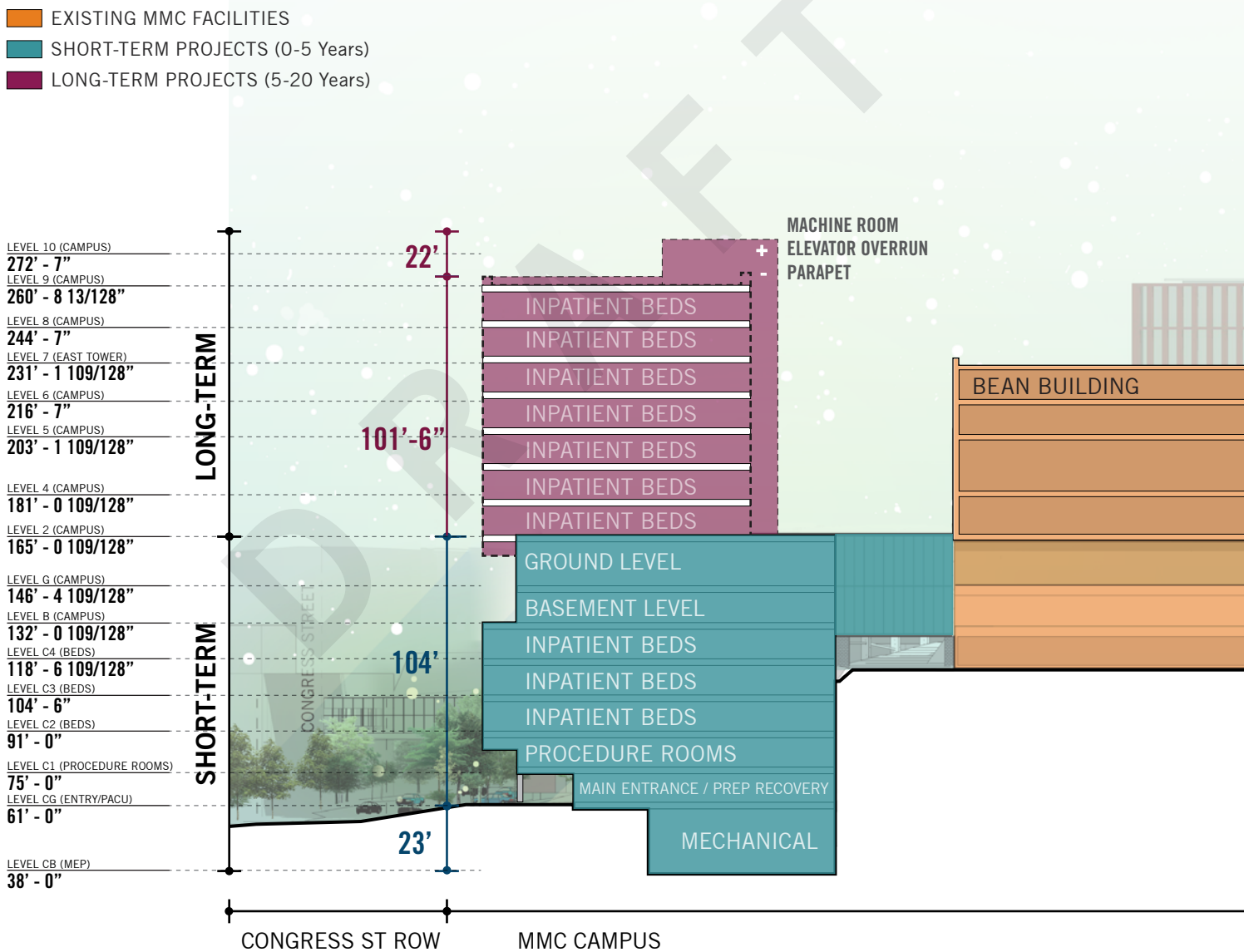
F. LL Bean Building Expansion (Approx. 120,000 GSF)

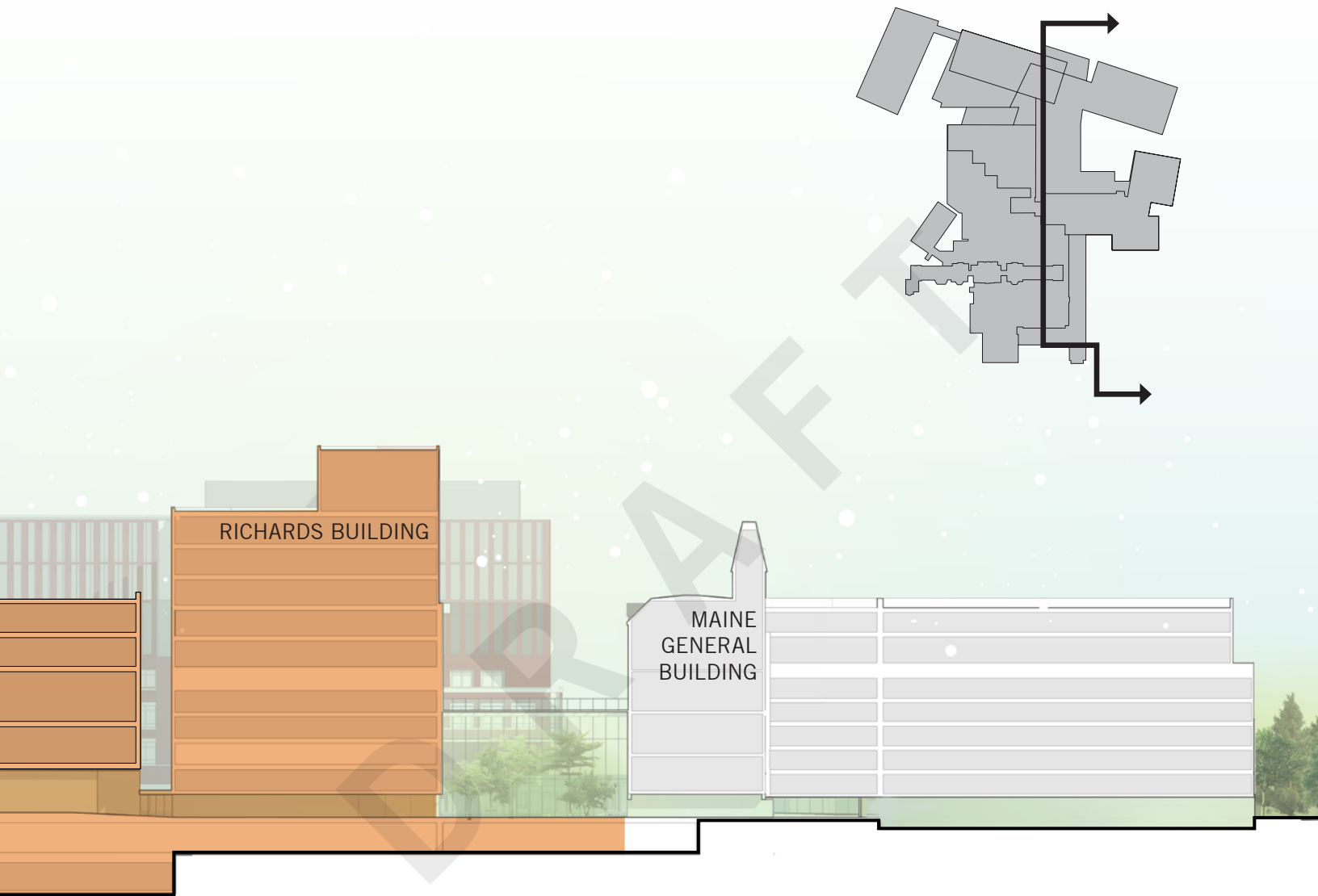
Expansion of diagnostics and treatment, and interventional platforms. If necessary, existing Laundry Building and Engineering Services Building may be modified or removed to facilitate expansion.



* NOTE: The exact location, footprint and height of St John St Garage to be determined during detailed design.

Fig.2.8 MMC Bramhall Campus: Short and Long-Term Projects, Longitudinal Cross-Section





PROJECTED DAILY CENSUS

While the number of patients, visitors, and employees on MMC's Bramhall campus varies day-to-day, a daily census estimate can be produced for a typical week day using a variety of data sources, including the annual patient counts (see **Table 2.3**). The estimated daily census of individuals on campus is included in **Table 2.4** and exceeds six-thousand individuals.

The anticipated change in campus users over time is summarized in **Table 2.4**. MMC developed this estimate considering the following summarized factors:

- MMC is Maine's largest medical center, the only American College of Surgeons Level 1 trauma center, only American Academy of Pediatricians Level III nurseries and the largest academic medical center, in partnership with Tufts University School of Medicine and is therefore best equipped to meet the rising patient need.
- The number of Maine residents seeking care outside of Maine has been decreasing over the past several years.
- MMC's share of inpatient discharges has increased over the past several years.
- MMC's Case Mix Index is increasing.
- Complex healthcare services are consolidating across the country.

MMC uses national healthcare consulting firm Sg2 and The Advisory Board to consider additional

factors impacting the evolving healthcare industry and local demand for services. Additional factors considered in the volume estimate include the following and those listed in **Table 2.1 on page 33**:

- Changes in healthcare utilization as a result of changes in the population within the hospital's service area;
- Changes in the underlying causes of disease (i.e. incidence and prevalence of disease and the impacts of a focus on prevention) and behavioral-based impacts to health (i.e. smoking and obesity);
- Macro-economic factors affecting healthcare utilization (i.e. employment, employer-based insurance coverage, health care consumer price index);
- Legislative and market-driven healthcare reform;
- Innovations in technologies and models of care;
- Improvements in the systems of care that improve coordination among providers; and,
- Continuous process improvements within care models that reduce potentially avoidable admissions and 30-day readmissions.

The Projected Daily Census is the basis of calculations for future campus transportation needs discussed in the following chapter.

Table 2.3 Historic Data: Annual Census of Patients on Bramhall Campus (FY 2013-2016)

	2013	2014	2015	2016
Inpatient Discharges	29,253	29,401	30,196	30,889
Outpatient Activity	138,626	132,257	140,862	154,434
Bramhall Outpatient Clinics	39,829	40,694	38,209	39,709
TOTAL	207,708	202,352	209,267	225,032

Table 2.4 Individuals on Campus on an Average Week Day: 2016 Estimates and 2026 Projection

	2016 (FYE Sept-Oct)	Forecast, 2026	Projected 10-Year Growth	CAGR (2016-2026)
Inpatient Discharges	100	110	7.84 %	0.76 %
Inpatient Visitors	250	270	7.84 %	0.76 %
Outpatient Activity	600	620	4.45 %	0.44 %
Outpatient Visitors	600	620	4.45 %	0.44 %
Bramhall Outpatient Clinics	150	150	-1.79 %	-0.18 %
Employees: Shift 1 (inc. volunteers)	3,640	3,900	6.96 %	0.67 %
Employees: Shift 2	210	220	6.96 %	0.67 %
Employees: Shift 3	520	550	6.96 %	0.67 %
Students on Campus: Medical	100	110	10 %	0.96 %
Students on Campus: Nursing	100	100	10 %	0.96 %
Other Students (PA, Pharma, etc.)	20	25	10 %	0.96 %
Non-MFP Related Contractors	25	25	--	--
TOTAL / AVERAGE	6,315	6,700	6.43 %	0.63 %

CAGR = Combined Annual Growth Rate

Assumptions:

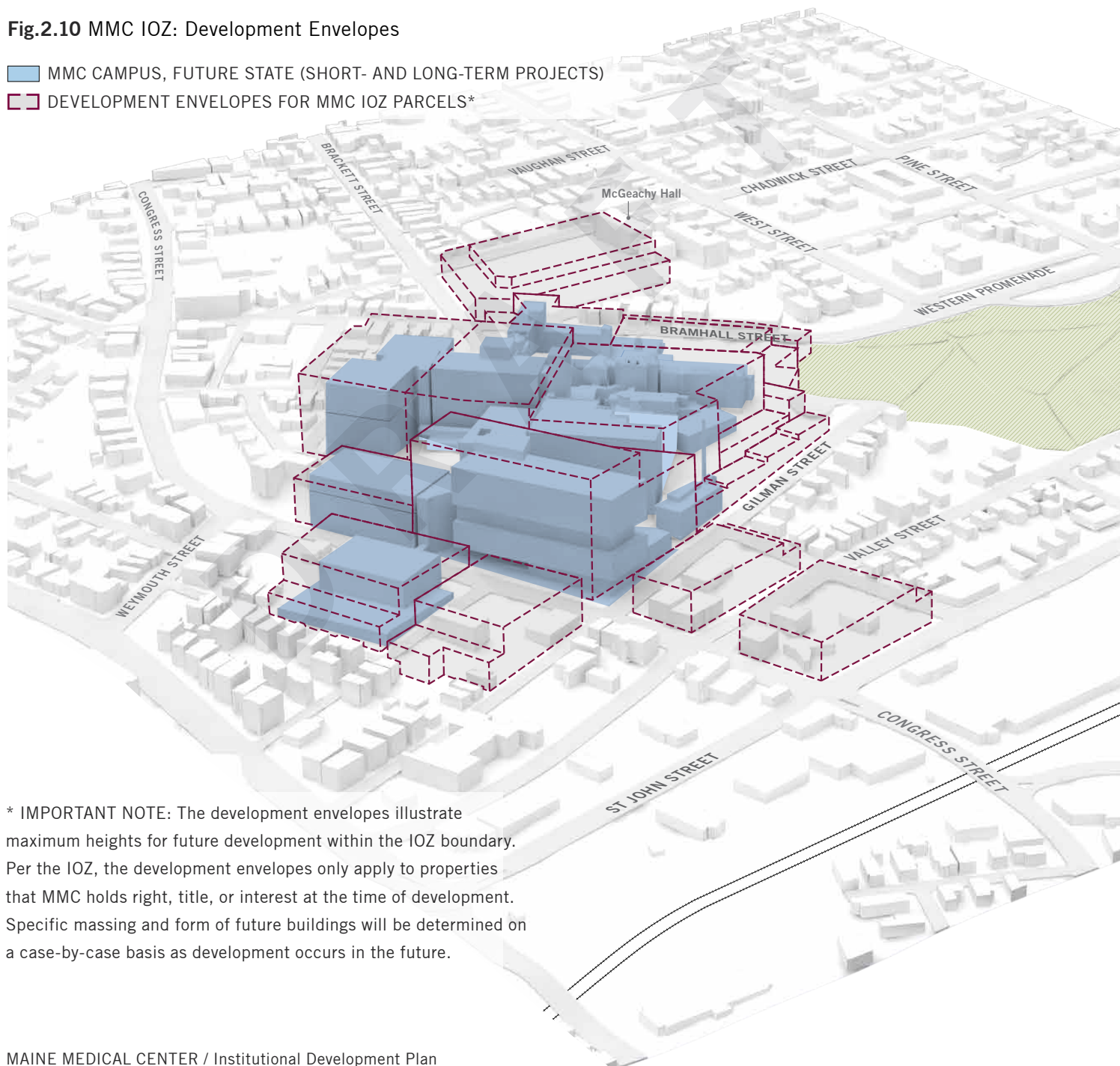
- Daily inpatient discharges for 2016 estimated from annual count, using six-day weeks to accommodate for reduced activities Sun-Tue.
- Daily outpatient activity for 2016 estimated from annual count, using five-day weeks.
- Inpatient visitors estimated at 2.5 per patient for the base year of 2016.
- Outpatient visitors estimated at one per patient for the base year of 2016.
- 60% of employees are estimated to be on campus at one time for the base year of 2016.

LONG-TERM DEVELOPMENT ENVELOPES

While MMC's Master Facility Plan does not identify specific projects other than those listed on the previous pages (see Fig.2.7 on page 42), all parcels included within MMC's IOZ boundary are considered to be potential zones for redevelopment that supports the effective delivery of healthcare services by MMC to our community in the long-term. Towards this end, MMC has identified context-appropriate uses (see

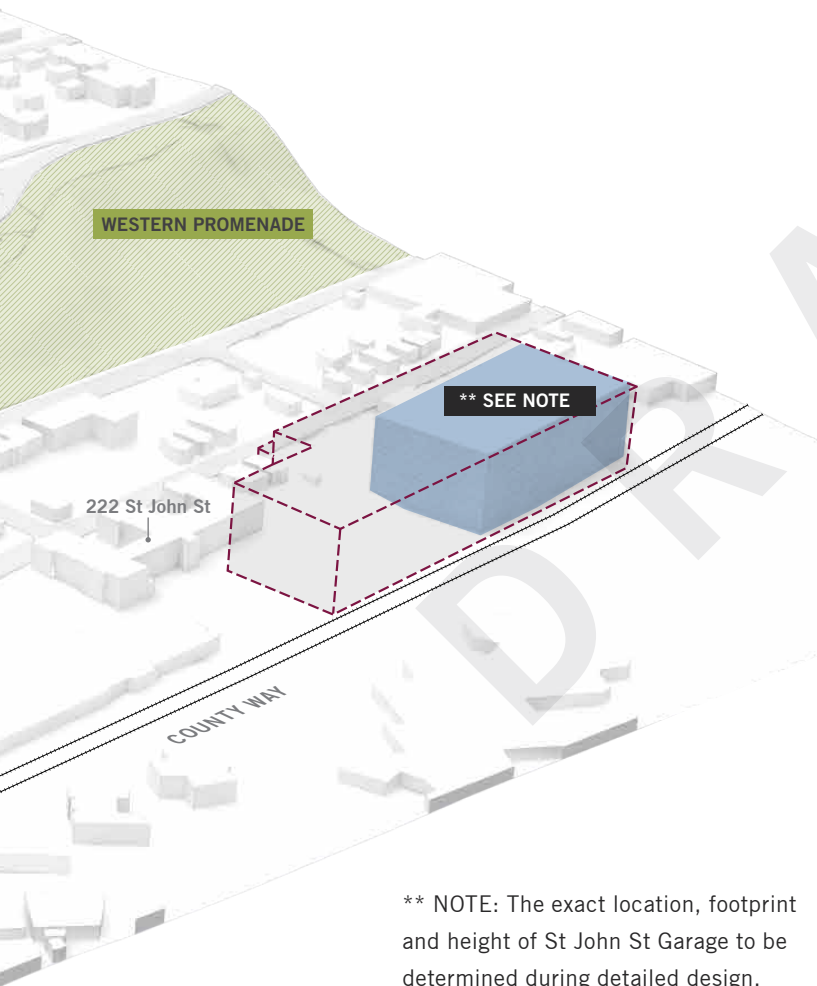
Fig.2.10 MMC IOZ: Development Envelopes

- MMC CAMPUS, FUTURE STATE (SHORT- AND LONG-TERM PROJECTS)
- DEVELOPMENT ENVELOPES FOR MMC IOZ PARCELS*



* IMPORTANT NOTE: The development envelopes illustrate maximum heights for future development within the IOZ boundary. Per the IOZ, the development envelopes only apply to properties that MMC holds right, title, or interest at the time of development. Specific massing and form of future buildings will be determined on a case-by-case basis as development occurs in the future.

Table 2.5 at right), development envelopes and design criteria for all IOZ parcels. The proposed development envelopes for IOZ parcels are illustrated in Fig.2.10 below.



** NOTE: The exact location, footprint and height of St John St Garage to be determined during detailed design.

Table 2.5 MMC Potential Future Uses

MMC may locate the following uses within its IOZ boundary:

In addition to the uses permitted in the underlying zone, the following uses are permitted as a matter of right:

Healthcare facilities including but not limited to the following ancillary and/or supporting uses:

- Hospital
 - Medical Office / Clinic
 - Laboratory Center / Services
 - Research and Development (R&D) Laboratory or Facility
 - Educational Facility / Conference Center
 - Administrative / Business Office
 - Accessory Service or Trade Uses
 - Guest House
 - Multi-family housing for healthcare staff and students
 - Rehab / Skilled Nursing Facility
 - Retail Facility
 - Restaurant / Café
 - Employee Service Amenities
 - Day Care Center
 - Fitness Center or Gymnasium
 - Parking Lot
 - Parking Garage
 - Bicycle Storage
 - Heliport
 - Antenna Station
-

TRANSPORTATION PLAN

Maine Medical Center is developing a long-term transportation plan that will improve campus access, circulation, and wayfinding for patients and visitors. Ongoing initiatives are aimed at providing alternative transportation options to reduce traffic and parking impacts as well as to be responsive to neighborhood concerns about a large parking structure near residential properties.



TRANSPORTATION PLAN: OVERVIEW

Maine Medical Center is developing a long-term Transportation Plan that will improve campus access, circulation, and wayfinding for patients and visitors. It is also developing a Transportation Demand Management (TDM) plan focused on reducing the number of single occupancy vehicles on campus. Ongoing initiatives are aimed at providing alternative transportation options to reduce traffic and parking impacts.

MMC's Transportation and TDM plans are designed to address neighborhood concerns, and to improve campus access, circulation, and wayfinding for patients, visitors, physicians, and staff. The Transportation Plan will be developed and refined during the Maine Department of Transportation (MDOT) required Traffic Movement Permit (TMP) process, with input from the Medical Center's neighbors and City of Portland's traffic engineer. The TDM includes an explanation of the assessment of the Hospital's parking needs to adequately support the Bramhall Campus, and includes strategic initiatives aimed at providing alternative transportation options to reduce long-term traffic and parking impacts. The goal is to provide effective and intuitive transportation solutions that emulate best management practices in transportation infrastructure and operations that support tertiary academic medical centers, enhance and optimize the patient experience, and improve overall traffic flow in the surrounding area.

The purpose of this chapter is to provide an overview of the key transportation elements of the Transportation Plan and the TDM.

The Traffic Management Permit process may require modifications that MMC does not anticipate. The following provides MMC's best analysis of traffic generation and traffic patterns in the short term.

VEHICULAR ACCESS AND CIRCULATION

MMC's service area includes all of Maine and parts of New Hampshire. The majority of MMC patients and visitors do not live within walking distance or near public transportation and arrive by car (see **Fig.3.1** on page 55 for a map of patient origin). The nature and acuity of patient needs create a challenge to the use of alternative modes of transportation. This situation is not atypical for a hospital, but rather is the norm, even in locations with a robust public transit system.

MMC is open to patients every hour, every day of the year. Most MMC staff and physicians, who also fill shifts 24 hours a day, do not live within walking distance or near public transportation (see Fig.3.6 for a map of MMC employee residences). Work responsibilities that require the use of an automobile, a lack of transit options to accommodate staff schedules, seasonal weather extremes, and an insufficient bicycle infrastructure in the surrounding municipalities are all factors that contribute to a high drive share by staff.

EXISTING VEHICULAR FLOWS

Vehicle access and circulation on the MMC Bramhall Campus was planned and designed to maintain a safe and efficient transportation system. Most notably, the concept of separating patients, employees, emergency department operations and loading/service are all considerations that exist at MMC currently and have been approved by the City of Portland. Existing vehicular circulation patterns in and around the Bramhall campus are illustrated on **Fig.3.2 on page 56** and summarized below.

One advantage of its proximity to I-295 is the ease of vehicular access to campus by patients/visitors, employees, and emergency and service vehicles, and the avoidance of high traffic volumes in neighborhood streets.

Patients and Visitors

Patients and visitors have several choices when accessing the hospital. Through a strong wayfinding and signage plan, they are directed to park directly in the Patient / Visitor Garage or the South Lot. They also have access to a convenient patient drop-off area that is located off of Bramhall St, with direct access to parking in the South Lot.

Well-designed curbside drop-off / pick-up areas for patients and visitors are critical to the functionality of any medical center campus. These amenities provide the opportunity for patients and visitors to quickly reach their destination, without the need to park their vehicle, and in some cases, having to

walk long distances, often times unprotected from weather conditions.

MMC provides both inpatient and outpatient care at the Bramhall campus. Outpatient care services experience higher curbside demands for patient drop-off / pick-up activities because of the shorter visits whereas inpatient care generates less turnover, but requires greater accessibility. In addition to general patient access and egress by private vehicles, MMC drop-off / pick-up zones also experience other demands created by taxis (including ride-share such as Uber, Lyft, etc.), shuttle buses, short-term deliveries (like flowers, etc), and staff—vehicles that do not necessarily park, but intend to only drop-off passengers and then exit the hospital campus.

Emergency Department Access

MMC's Emergency Department (ED) is located near the main entrance but is clearly delineated and separated from it. Within the ED area, ambulances have their own dedicated area and are separated from patient ED access and short-term ED parking.

Staff Access

Staff primarily park in the Employee Garage, which is located on Congress St with access off of Gilman St. Other employee parking locations include the various satellite lots listed in **Fig.1.7 on page 22**. This design limits the mixing of patient and staff traffic, resulting in fewer staff vehicles near patient access zones.

Service Access

Trucks destined for MMC are directed to a dedicated loading and service facility located off of Gilman St, separate from all active patient access and circulation functions. MMC does not accept large deliveries from any location other than through the loading dock area.

EXISTING TRAFFIC CONDITIONS

An analysis of existing traffic conditions on and around the Bramhall Campus was completed by Gorrill Palmer, a South Portland based land development, transportation and municipal engineering firm. Gorrill Palmer observed several street intersections during the morning and afternoon in December 2016. In order to estimate the peak summer traffic volume on the two busiest intersections observed (Congress St / St John St and Congress St / Valley St), trip counts were increased by 1.1% on St John St and 11.4% on Congress St. The trips observed are summarized on **Table 3.1** below.

Table 3.1 Seasonally Adjusted 2016 Volumes

INTERSECTION	2016 ESTIMATED VOLUMES		MMC TRAFFIC AS A PERCENT OF TOTAL TRAFFIC	
	AM	PM	AM	PM
Valley St. / Congress St.	1,170	1,200	17%	7%
Congress St. / Saint John St.	1,860	2,100	14%	7%

Fig.3.1 Dot Density Map Showing Patient Origin by Zipcode (2016)

LEGEND

- 10 patients
- State Boundaries

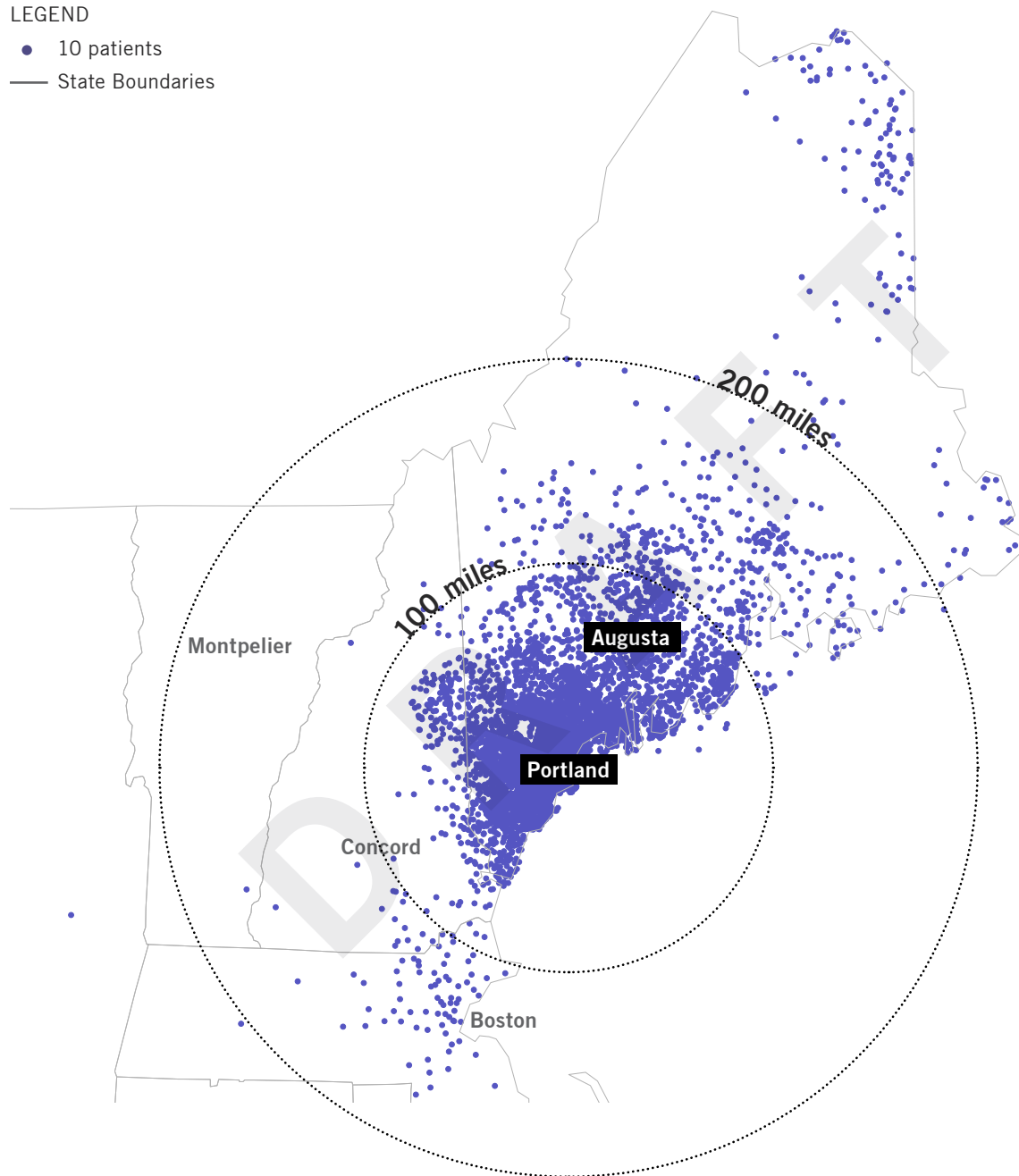


Fig.3.2 MMC Existing Circulation Routes and Access Points

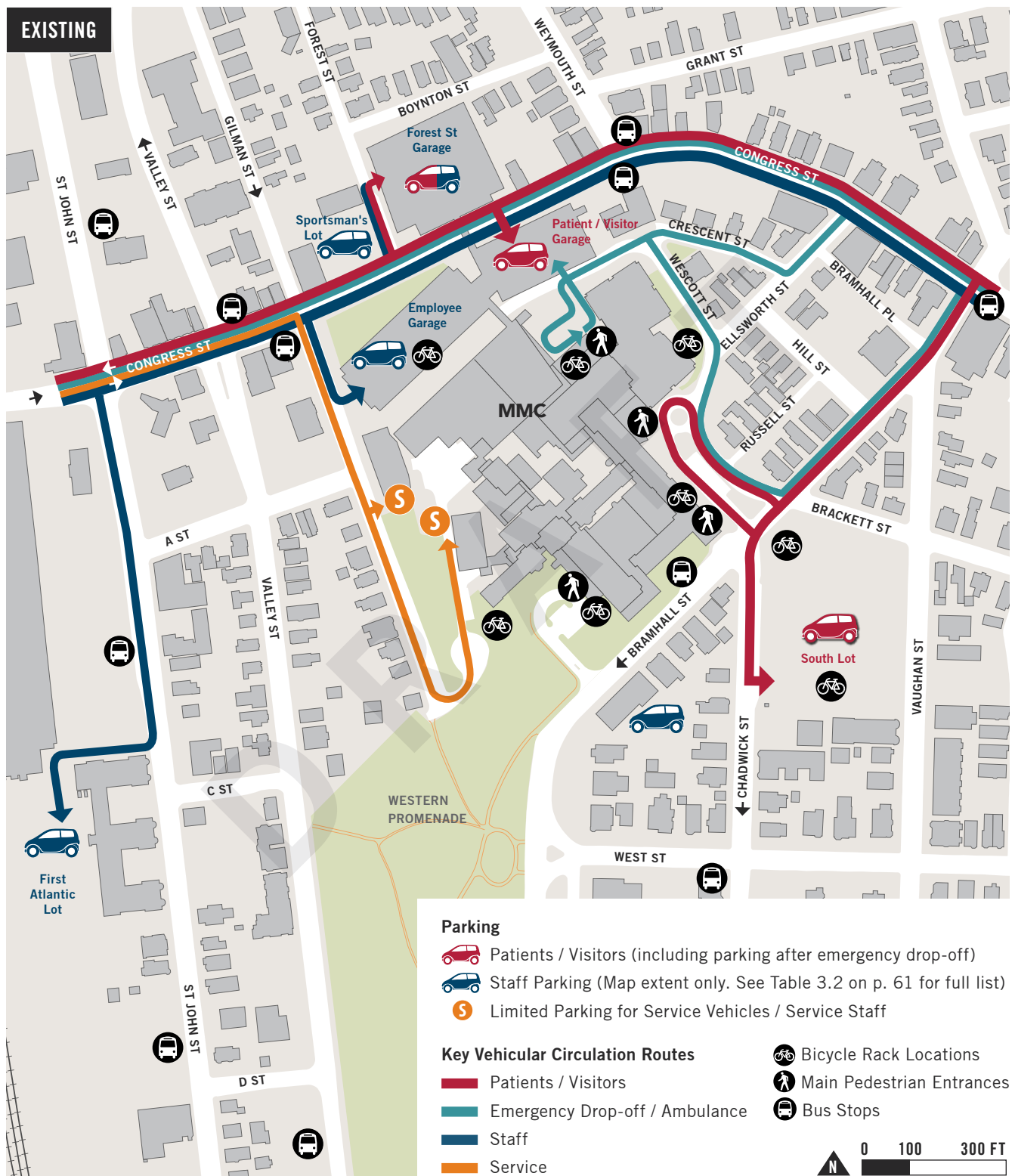
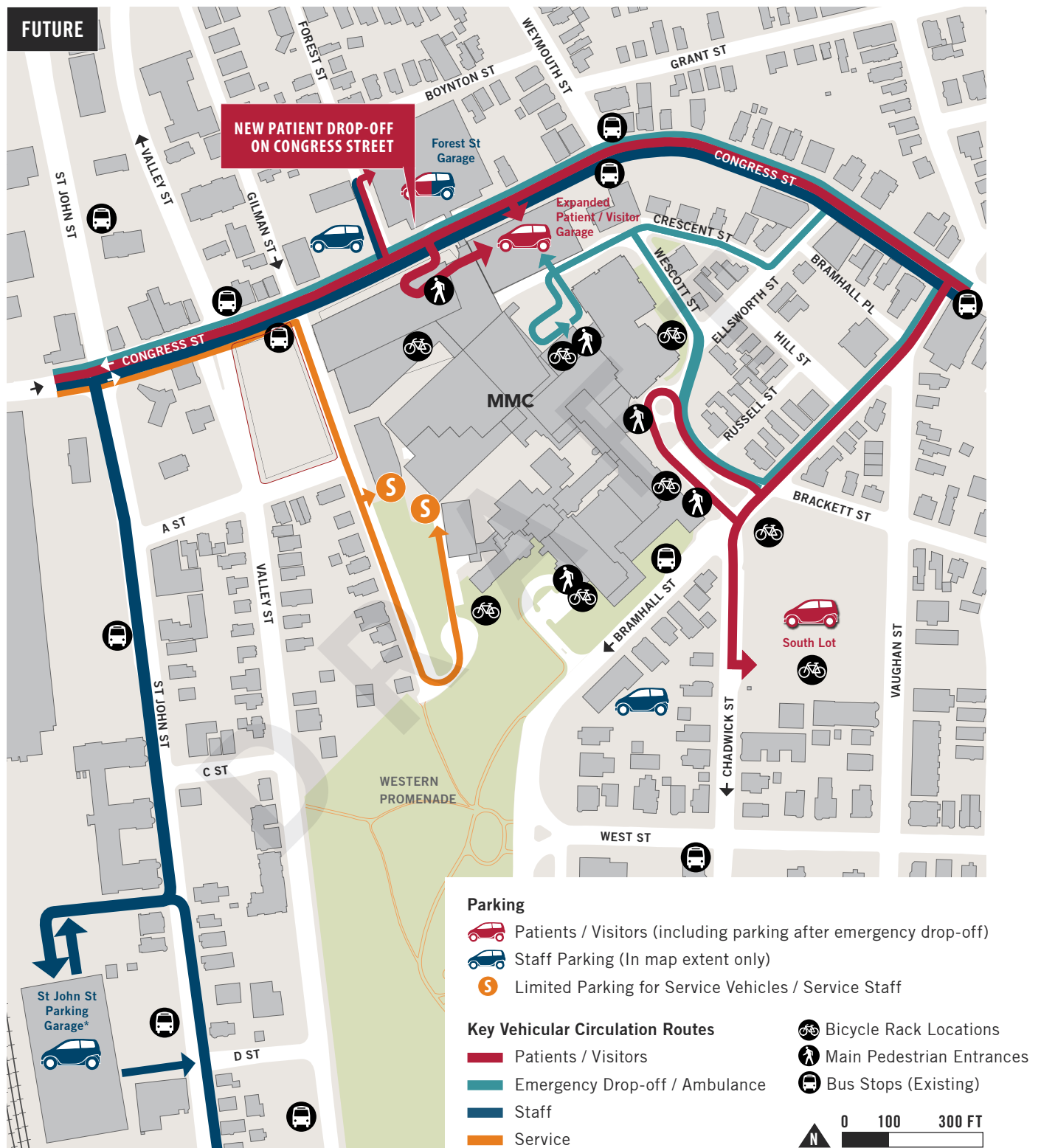


Fig.3.3 Transportation Plan (Future): Circulation Routes and Access Points



* NOTE: The exact location, footprint and access for St John St Garage to be determined during detailed design.

The safety evaluation considered crash data provided by MaineDOT for the period of 2013-2015, the most recent available at the time the analysis occurred. In order to evaluate whether a location has a crash problem, MaineDOT uses two criteria to define a High Crash Location (HCL). Both criteria must be met in order for a location to be classified as an HCL:

1. A critical rate factor (CRF) of 1.00 or more for a three-year period. A CRF compares the actual crash rate to the rate for similar intersections in the state. A CRF of less than 1.00 indicates a rate of less than average, and:
2. A minimum of eight crashes over the same three-year period.

Based on the crash data provided by MaineDOT, the HCLs in the vicinity of the site are: the intersection of Congress St with Bramhall St and Deering Avenue, the intersection of Congress St with Gilman St, the intersection of Congress St with Valley St, and Congress St from Forest St to Weymouth St.

PROPOSED MODIFICATIONS TO ACCESS AND CIRCULATION

Proposed New Entrance

MMC's short-term projects include a new entrance on Congress St to improve access and egress for patients and visitors. Today, most motorists arrive on campus via Congress St: they either park off Congress St in the Patient / Visitor Garage, or

use Bramhall St to reach the emergency room or entrance on Charles St, which also allows access to the Patient / Visitor Garage on an upper floor.

It is anticipated that the new Congress St entrance will be used primarily by vehicles dropping off or picking up patients, shuttle buses, or short-term deliveries (like flowers, etc). The entrance will be designed to allow vehicles to either exit back onto Congress St or directly enter the adjacent Patient / Visitor Garage after passing through the drop-off zone without having to go back onto the public street. The Charles St entrance (at the East Tower) will remain open and continue to accommodate some defined patient demand. Changes to patient / visitor circulation and the impacts on Congress St traffic operations will be studied as part of the Traffic Movement Permit Application (TMP) process.

The new entrance on Congress St is expected to improve access to the campus while reducing vehicular traffic on neighborhood streets. Work is currently underway to identify design options for the new entrance and drop-off that minimizes impact on existing pedestrian, bicycle, transit and vehicular traffic along Congress St. The proposed site plan will be reviewed as part of the State's Traffic Movement Permit (TMP) Application during the City's Site Plan review process.

Proposed Employee Parking

As part of MMC's short-term projects, the existing Employee Garage will be demolished. MMC is collaborating with a third-party developer to build a 2,200 space parking garage at 222 St John St. All staff parking will be consolidated to this new location.

PROJECTED TRAFFIC IMPACT

As mentioned previously, the traffic impacts of the MMC Short-Term Projects will be studied comprehensively as part of the Maine Department of Transportation (MaineDOT) Transportation Movement Permit (TMP) application process delegated to the City of Portland.

Some of the traffic items reviewed as part of the TMP will include:

- Trip generation methodology.
- Trip distribution assumptions.
- Weekday morning and evening traffic operations/capacity analyses.
- Average and 95% queue analyses for key intersection approaches.
- Pedestrian and bicycle safety evaluations.
- Identification of potential mitigation to address identified deficiencies created or exacerbated by the proposed development.

A high-level analysis of the projected changes in traffic as a result of estimated growth in the City of Portland and MMC's short-term projects was

completed. Estimated traffic growth in the City of Portland is 0.5% per year. MaineDOT traffic counts in the area show an average decrease in growth of the past six years.

Total traffic at Valley St / Congress St and St John St / Congress St is expected to increase by approximately 11% and 9% respectively between 2016 and 2023. MMC's plan to place the employee parking garage at 222 St John St may increase total traffic volumes at the intersection of St John St / Congress St by roughly 50%. The total traffic estimated change in traffic volume includes growth in traffic volumes as a result of growth in the City of Portland and MMC's expansion. MMC's share of the total traffic increase at the intersection of Congress St / St John St is estimated to be 11% during the AM peak hour and 150% during the PM peak hour. MMC's traffic at the intersection of Valley / Congress is estimated to decrease by approximately 84% during the AM peak hour of the adjacent street and 51% during the PM peak hour of the adjacent street. MMC's traffic volume is estimated to decrease at other intersections near satellite parking locations as a result of consolidating parking at 222 St John St.

PARKING

MMC offers its patients, visitors, physicians, and employees several options for parking. MMC currently controls approximately 2,877 total off-street parking spaces either via ownership or through leases with others that specifically serve the Bramhall Campus. Of the 2,877 spaces, 2,027 parking spaces are subscribed to staff and physicians. About 1,538 of these employee parking spaces are located on the Bramhall Campus..

In addition to their on-campus parking spaces, MMC controls an additional 489 spaces for employees in remote parking facilities that serve the Bramhall Campus. Off-site spaces that are used by employees require shuttle services to the Bramhall Campus by dedicated shuttle services. **Table 3.2** on the following page provides a summary of existing MMC parking facilities. MMC has continued to see demands on the existing supply intensify due to increased patient volumes and higher acuity patients (longer lengths of stay).

In order to assess MMC's existing and future parking demand, a nationally recognized consulting firm was hired that specializes in this work. Vanasse Hangen Brustlin, Inc. (VHB) began working with MMC in January 2017. VHB also has done work for the City of Portland.

EXISTING PARKING ANALYSIS

The existing parking garages and surface lots are not equipped to readily collect and compile entrance, exit, and occupancy data electronically. As a result, in order to collect baseline data, detailed hourly parking occupancy counts were conducted on March 8, 2017 and March 9, 2017 by VHB. The goal of these parking counts was to collect temporal parking data at the Employee garage, the Patient / Visitor garage, and the South Lot to confirm parking surge (between daytime and evening staff shift changes) and overnight demand. Hourly counts were conducted from 5am to 12pm, 3pm to 8pm, and 10pm to 12am. This data have been compiled to quantify the existing conditions parking demand estimates.

Additional parking occupancy counts were conducted daily between April 24, 2017 and April 28, 2017 at 10am and 2pm by MMC. MMC parking was 93% occupied throughout the week.

Overall, existing parking demand conditions at MMC were quantified via a combination of distinct actions:

- Weekday occupancy parking counts were conducted to understand utilization at key points in time to assess peak occupancy, overnight occupancy, and intervals of weekday garage entries and exits. These counts were conducted in March and April 2017.

Table 3.2 Existing Parking Spaces

		Patient / Visitor	Employee	Total at Facility	Ownership
ON-CAMPUS 850 patient / visitor 1,538 employee spaces	Employee Garage	0	1,274	1,274	Owned
	Patient / Visitor Garage	480	0	480	Owned
	South Lot	370	0	370	Owned
	887 Congress (Forest St Garage)*	0	178	178	Owned
	7 Bramhall St	0	26	26	Leased
	905 Congress St (Sportsman Lot)	0	60	60	Leased
OFF-CAMPUS 489 employee spaces	222 St John St (First Atlantic Lot)	0	283	283	Leased
	181 High St (Gateway Garage)	0	100	100	Leased
	993 Congress St (Classic Lot)	0	97	97	Owned
	321 Brackett St	0	9	9	Leased
TOTAL PARKING SPACES		850 Patient / Visitor	2,027 Employee	2,877 Total	

* The Forest St Garage has an additional 222 spaces that are dedicated to medical office staff and patients.

- Intermittent spot checks of parking utilization and access/egress were conducted from January through March 2017 by MMC and its consulting team.
- MMC Parking and Security staff and the City of Portland Parking Director provided input regarding their observations and experiences relating to the utilization of parking.

These counts, observations and input indicate that the parking system typically operates at or above capacity during weekday daytime.

CURRENT PARKING SHORTAGE

MMC's 850 patient/visitor parking spaces equates to +/- 1.33 parking spaces per bed. This is low when compared to other New England and national peers. Patient drive rate is consistently high among large academic medical centers regardless of location. Therefore it is appropriate and reasonable to compare MMC patient parking needs on a space per bed basis to highly urban, suburban, and rural settings. MMC would need about 340 additional patient/visitor parking spaces to achieve the midpoint parking space/bed ratio (approximately 1.87) of its peers.

MMC's 2,027 staff parking spaces equates to about 3.18 parking spaces per bed. This ratio is also low

when compared to other peer institutions. When studying employee parking needs, it is important to compare institutions that would reside in similar contexts where driving behavior and auto mode shares would be similar.

During the analysis, MMC's consultant team attempted to identify comparable medical centers. A significantly similar comparison medical center does not exist due to the number of factors impacting parking. The medical centers that were determined to be somewhat similar and adequate comparisons had median parking ratios of 1.87 for patients/visitors and 4.38 for employees.

Under current conditions, MMC will require 150-200 additional on-campus parking spaces to alleviate current staff parking shortfalls that have been estimated via observations and data collection activities and eliminate on-street parking by MMC staff. To help existing demand pressures, MMC continues to pursue a number of strategies to address its constrained parking situation, including:

- The study of enhanced Transportation Demand Management (TDM) actions to reduce single-occupancy vehicle trips and parking demand,
- Moving employees to off-campus locations (both program and parking), and,
- Securing additional remote parking and serving that remote parking with convenient shuttle services for staff.

MMC's existing decentralized parking solution creates management challenges and is an employee dissatisfier. Management challenges include multiple shuttle routes that add to traffic congestion on Portland's streets and the high cost of servicing and operating multiple shuttles. MMC employees frequently share that the employee parking at the Bramhall Campus is unreliable. There are eight parking locations available for MMC employees. When one location is full, employees have to search other locations for available parking which adds to traffic congestion on Portland's streets. On days when MMC is near or at capacity, finding a parking spot in a reasonable amount of time is a challenge.

PLANNING GOALS FOR PARKING

With regard to Parking, MMC's goal is to accomplish the following key objectives:

1. Support a predictable arrival experience for patients and visitors,
2. Where feasible, allow for segregation of MMC patients/visitors and staff parking,
3. Address neighborhood concerns of MMC staff occupying on-street parking spaces,
4. Provide a parking supply that is sufficient to support the Medical Center,
5. Rely upon an enhanced TDM program to help reduce vehicle trips and parking demands when reasonably feasible.

FUTURE DEMAND PROJECTIONS

Future patient, visitor, staff and physician parking needs were quantified based on an assessment of MMC's patient volume (inpatient and outpatient activity) and staff growth projections. The demand for patient care at MMC is growing as described under **"Projected Daily Census" on page 46.**

MMC anticipates that the overall patient demand will grow by approximately 8 percent over the next ten years (or 0.75 percent per year). Similarly, employment at MMC is expected to grow by approximately 7 percent over the next ten years (or 0.7 percent per year). We expect patient and patient-related and employee parking demand will increase at similar rates. This demand will be offset by Transportation Demand Management methods described later in this chapter. These expected trends have been used to estimate the increased parking needs of the Hospital.

The following key points summarize MMC parking activity under current conditions, and provide the context for assessing and understanding the parking objectives that are proposed for the transportation plan:

- Under current conditions, the MMC parking system typically operates at or above capacity during weekday daytime hours.
- The hospital requires about 150-200 additional on-campus parking spaces

to alleviate current 2017 staff parking shortfalls. These estimates are based on several iterations of counts, observations, and input from MMC, as described previously.

- When compared to other peer academic medical centers, MMC generally has a lower parking-to-licensed bed ratio both for its patients as well as its physicians and staff. There is not an industry standard method for comparing hospital parking supply. The number of patient beds was used as the common factor in this analysis because of its relative uniformity among academic medical centers.

PROPOSED MODIFICATIONS TO PARKING

MMC's short-term projects include:

1. Patient / Visitor Garage Addition: MMC will expand its existing 480-space Patient / Visitor Garage by three levels to accommodate an additional 225 spaces by 2019.
2. New St John St Garage: MMC will deconstruct the existing 1,274-space Employee Garage and will construct a replacement garage that will supply approximately 2,200 spaces for MMC. MMC intends to provide a reliable and complete parking solution for employees.

FUTURE PATIENT / VISITOR PARKING

Once the Patient / Visitor Garage Addition is completed, the patient parking supply will be adequate to meet the growing needs of the patients and visitors.

MMC's short-term projects will increase patient/visitor parking supply from 850 spaces to 1,075 spaces. As a ratio of parking spaces per bed, MMC's on-campus patient parking system will improve from an existing ratio of 1.33 (a rate that is low when compared to peers) to 1.68 (average to its peers).

FUTURE EMPLOYEE PARKING

In total, MMC estimates a need for 500-600 additional staff/physician parking spaces to accommodate future demands and resolve the existing parking shortage. The 2,200 employee parking spaces in the new St John St Garage are intended to accomplish the following:

- Accommodate expected staff growth,
- Provide for replacement parking to support demolition of the existing Employee Garage,
- Consolidate existing remote surface parking, and
- Reduce parking by staff on surrounding neighborhood streets.

This increase in employee parking supply will improve MMC's ratio of employee parking to patient beds from their existing ratio of 3.18, which is very low when compared to peer academic medical centers.

The proposed St John St Garage will consolidate the majority of MMC's employee parking which will improve employee satisfaction and minimize management challenges. A smaller and more reliable shuttle service will be available to MMC employees getting to and from the parking garage. In addition, the St John St location is 3 tenths of a mile from the Bramhall Campus and MMC will encourage walking.

TRANSPORTATION DEMAND MANAGEMENT (TDM)

MMC has an active Transportation Demand Management (TDM) program that was one of the first in the state of Maine when launched in 2008. The program aims to reduce MMC's impact on peninsular traffic by subsidizing and marketing of alternative commute options including walking, bicycling, public transit, and rideshare. Known as "Get on Board!," this voluntary program has grown each year through increased enrollment.

In 2017, MMC engaged VHB, a consulting firm with expertise in this area, to update and enhance its TDM program and to inform its long-term plans for parking, in particular.

This section provides a summary of VHB's analysis of existing employee commuter behavior, and outlines proposed updates to the "Get on Board!" program that will be implemented in the near- and long-term to further reduce single-occupant vehicle (SOV) commutes by employees.

EMPLOYEE COMMUTES: 2017 BASELINE

As part of its efforts to monitor and enhance the "Get on Board!" program, MMC recently administered a voluntary transportation survey with its employees. The survey showed that 9% of employees use alternatives to SOV commutes (see **Fig.3.4 on page 66**). Based on the expert knowledge and experience of VHB, the high percentage of employees driving to work alone and parking near campus is not unexpected given the nature of the services provided, the dispersed

geographic footprint of where MMC employees live, and the availability of viable transportation alternatives to driving. Detailed analysis of employee driving distance to work is illustrated in **Fig.3.5** and **Fig.3.6** on the following pages.

FUTURE TDM TARGETS

Based on a review of census data, employee travel origin and destination information, existing employee travel mode split, and transportation survey results, MMC believes it can further reduce the portion of employees driving alone to work, thus reducing trip making and resultant parking demands. An initial estimate is that an additional 1.5% of the daytime population could be shifted into alternative modes of accessing the campus. This represents approximately 65 fewer individuals driving alone to campus.

The reduction would be achieved through MMC's existing TDM initiatives, as well as new strategies that will be implemented over time. MMC will endeavor to increase its employees' overall use of alternative modes of travel beyond the target identified above through further enhancements or program expansions in the coming years and depending upon initiatives by the City, GPCOG, and others.

MMC's enhanced TDM Plan draws on national best practices and suggested examples from the City of Portland Planning Staff. City suggestions included evaluating the Downtown Parking Management

Fig.3.4 MMC Bramhall Campus Employees Commuting Mode Split (2017)

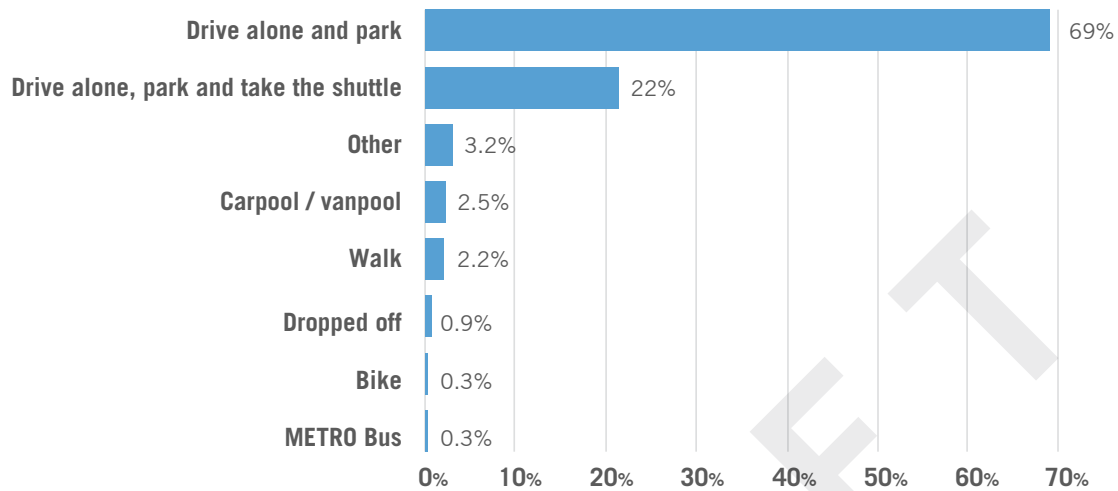


Fig.3.5 MMC Bramhall Campus Employees, Distance to Work by Type of Employee

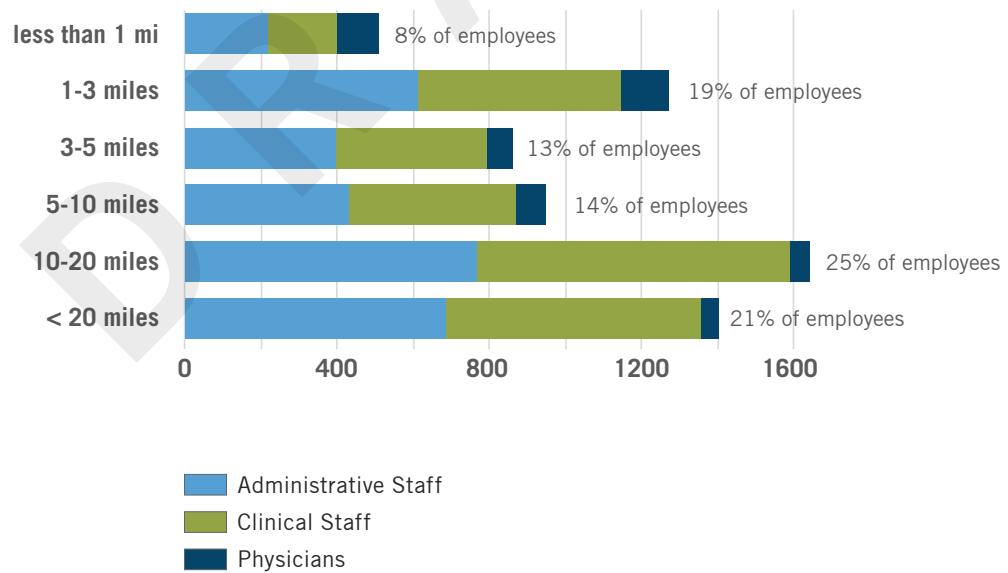
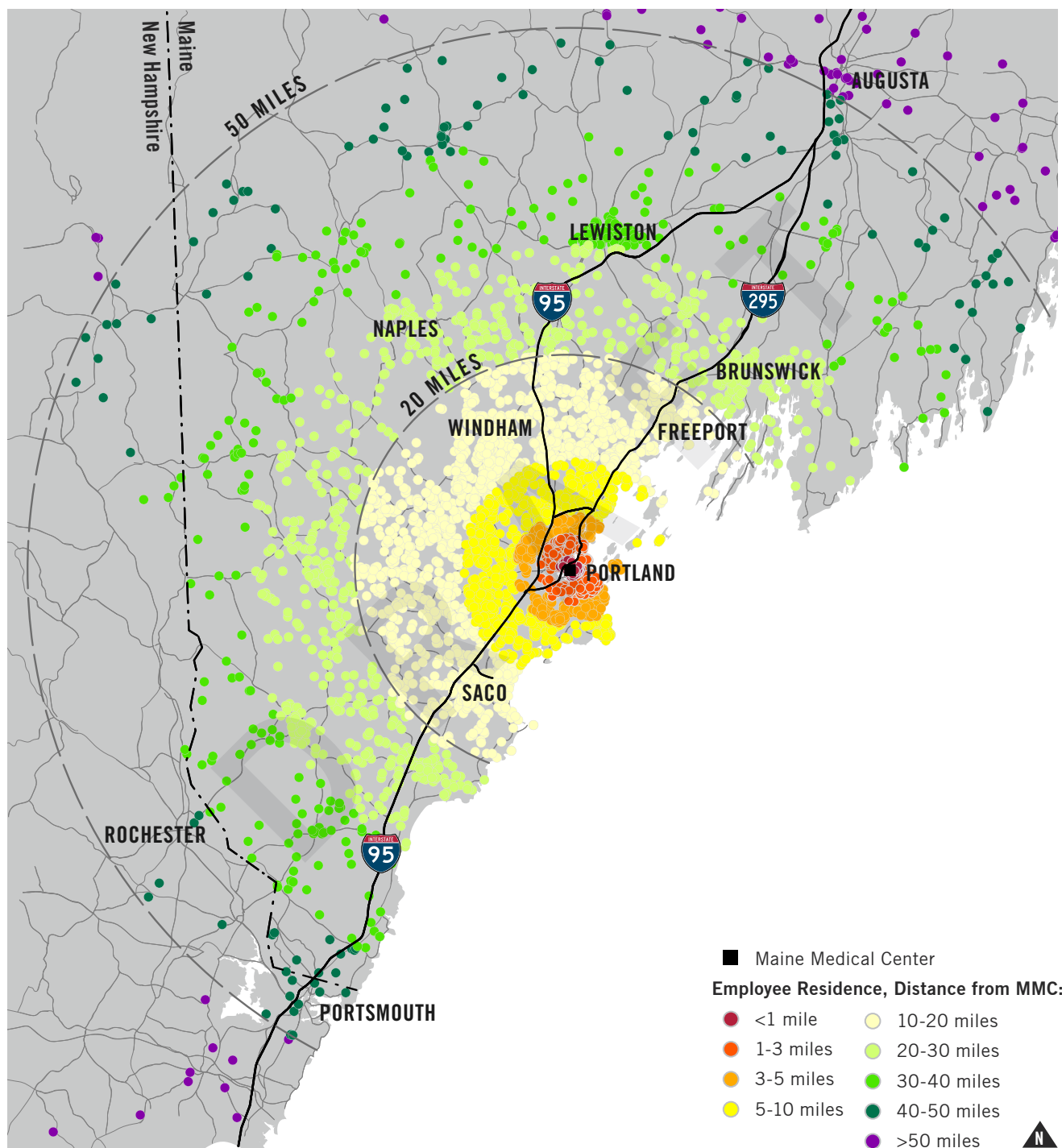


Fig.3.6 Map of MMC Bramhall Campus Employee Residences Illustrating Distance to Work and Travelsheds



Plan for Burlington, VT, an Institutional Parking Management Plan also for Burlington, VT, and a Transportation Demand Management Study for Downtown Syracuse, NY. Additionally, MMC also examined the commuting program instituted by Boston's Longwood Medical and Academic Area (LMA), known as CommuteWorks, and operated by MASCO, a consortium of hospitals, colleges and universities, and other related institutional uses. These programs were evaluated because of their efforts to manage SOV driving in a highly concentrated employment district.

Applicable Best Practices

- Collaboration among organizations in the area impacted
- Regular communication and education of alternative transportation benefits
- Pay for parking
- Complimentary support programs (i.e. guaranteed ride home, carpool)
- Regular monitoring of commute mode (i.e. surveys, automated data collection)

TDM PROGRAM COMPONENTS

Individual program elements and related incentives of MMC's TDM program are outlined below. These include continuation of existing initiatives, as well as the following new initiatives / enhancements that will be implemented starting in 2018:

- "Get on Board!" Coordinator
- Increased Education of Employees about the "Get on Board!" Program
- Bi-Annual Transportation Survey
- Regional Connections Partnership
- Enhanced Transit Fare Discount / Partnership with METRO
- Enhanced Carpool/Vanpool Matching
- Active Transportation Incentives

"Get on Board!" Coordinator (New)

MMC will enlist the services of a "Get on Board!" Coordinator responsible for the implementation, operation and continuing sustainability of MMC's TDM. This individual will continually monitor the program, its operations and future opportunities to reduce vehicle dependency by staff at MMC. The Coordinator will also be responsible for data collection and TDM updates as required.

Increased Education of Employees about the "Get on Board!" Program (New)

MMC will be enhancing the "Get on Board!" promotion and education process by periodically educating existing employees of the options and benefits available through the "Get on Board!" program. Additionally, newsletters will be distributed

Fig.3.7 Map of Existing Transit Routes and Stops

-  MMC Main Pedestrian Entrance
-  Bicycle Rack Locations
-  Existing Bus Stops around Campus (see previous page for transit route legend)

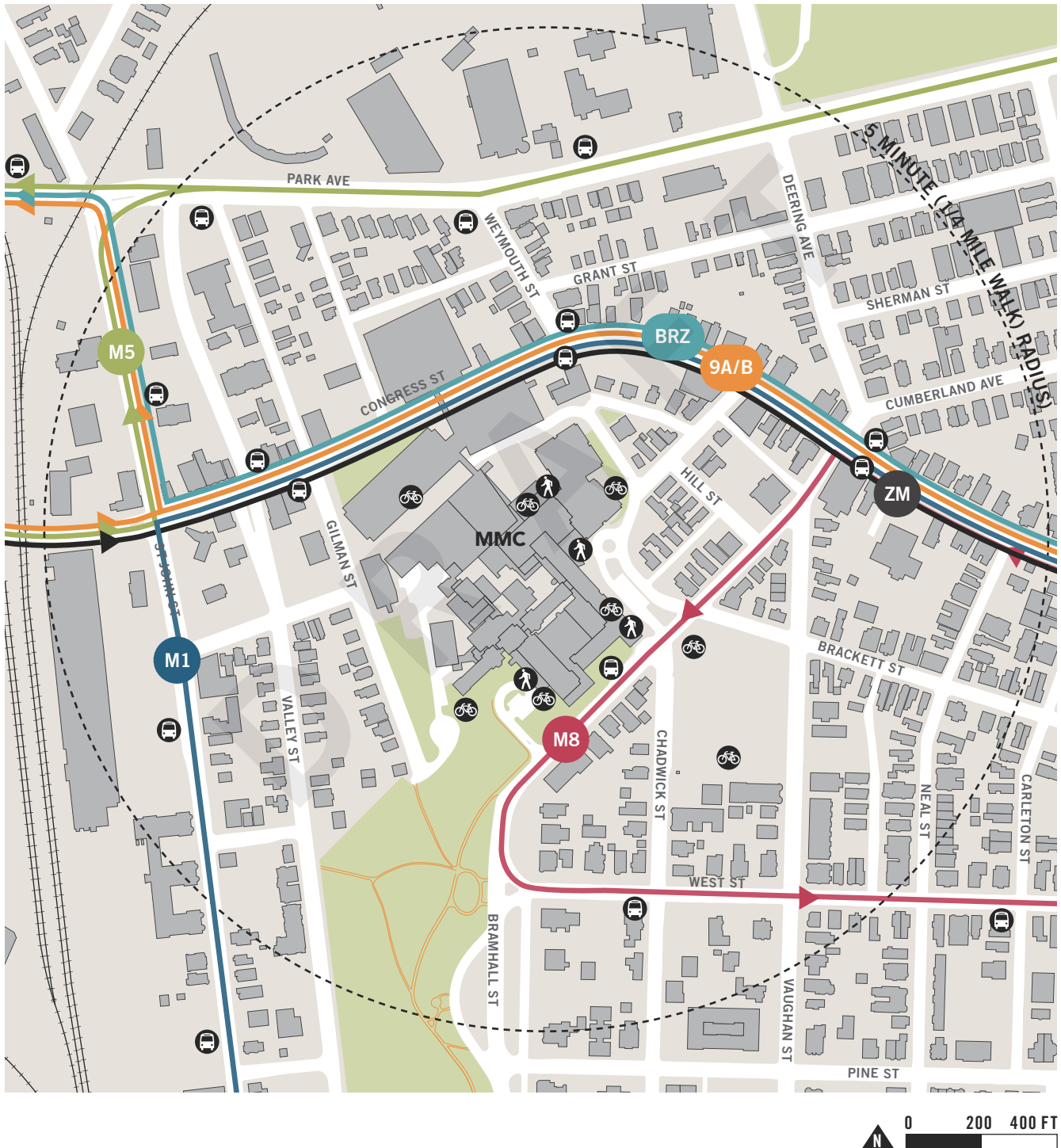


Table 3.3 Bus Routes Serving MMC Bramhall Campus

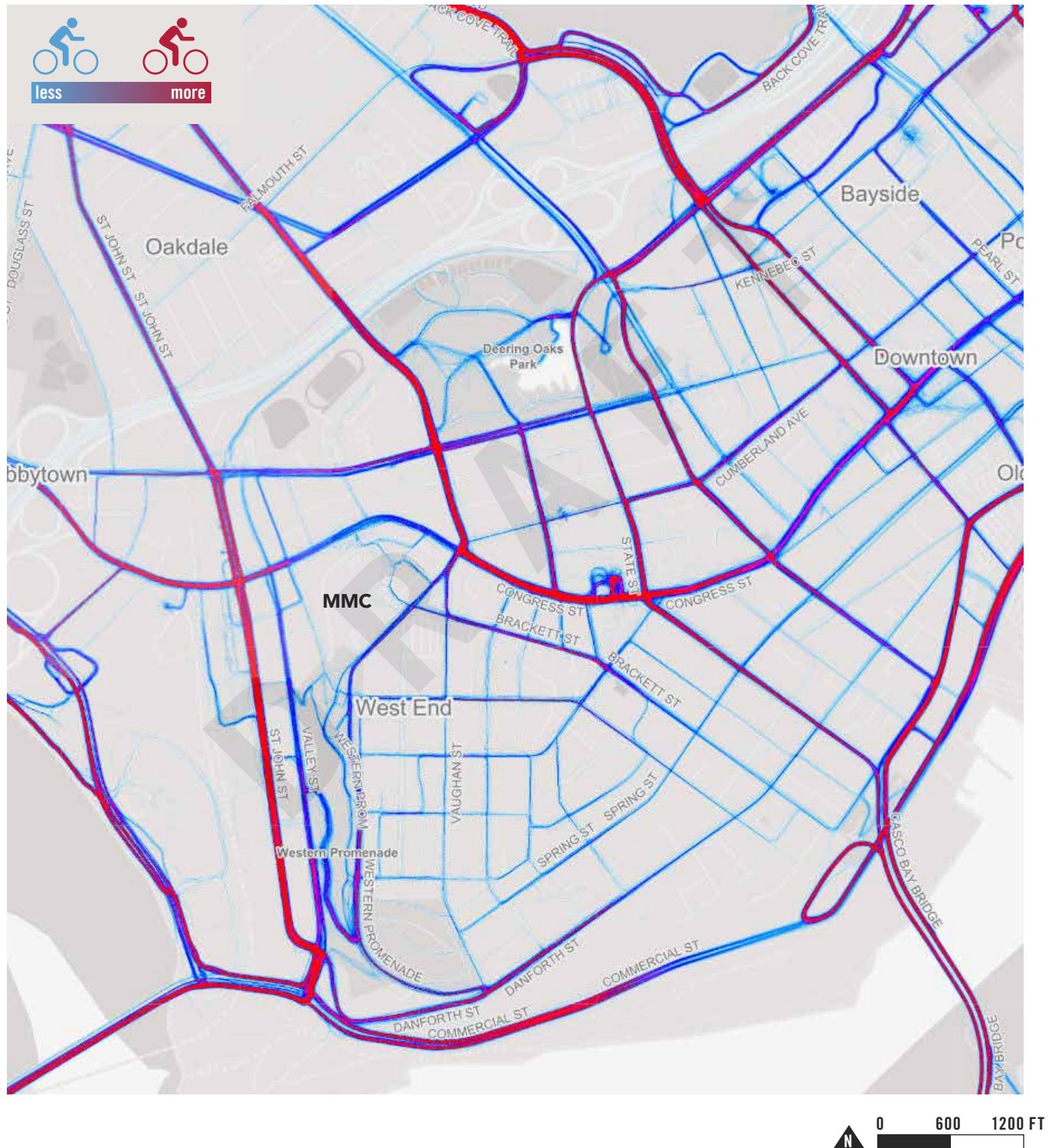
The following bus routes are accessible within a five minute walk of the MMC campus.

- M1 – CONGRESS STREET**
Connection to Portland Transportation Center (PTC), Downtown, Munjoy Hill and Eastern Promenade
- M5 – JETPORT / MAINE MALL**
Connection to Downtown, Hannaford Plaza, Maine Mall and Portland Jetport
- M8 – PENINSULA LOOP**
Connection to Downtown, Franklin Towers, Whole Foods Plaza and Hannaford Plaza
- M9A / 9B – NORTH DEERING VIA STEVENS AVENUE**
Connection to MMC Brighton campus, Highlands, Rosemont, and North Deering
- BRZ METRO BREEZ EXPRESS (BRZ)**
Connection to PTC, Downtown, Falmouth, Yarmouth, Freeport
- ZM ZOOM Turnpike Express (ZM)**
Connection to Biddeford and Saco

Rte #	Closest Stop	Times of Operation	Headways
M1	Congress St	5:35am to 11:10pm (M-F) 7:45am to 6:05pm (Sat) 8:10am-6:35pm (Sun)	Varies between every 30 minutes during daytime to every 45 minutes late evenings
M5	St John St	5:30am to 10:45pm (M-F) 6:05am to 10:45am (Sat) 7:55am to 6:40pm (Sun)	Varies between 25-35 minutes during weekdays (day-time) to every 40-45 minutes on weekend evenings
M8	Bramhall	6:40am to 6:00pm (M-F) 7:50am to 6:17 pm (Sat) 9:35am-4:17pm (Sun)	Varies between every 30-40 minutes during weekdays to every hour during weekends
M9A/9B	Congress	5:35am to 10:35pm (M-F) 7:35am to 10:30pm (Sat) 8:35am-4:35pm (Sun)	Varies between 10 minutes on weekday mornings to every 1 hours on weekends and evenings
BRZ	Congress	6:00am to 7:45pm (M-F) 8:20am to 6:10pm (Sat) No Sunday Service	Varies between 45 minutes on weekday mornings to every 2 hours on Saturdays
ZOOM	Bramhall and Congress	6:00am to 6:40pm (M-F) No Weekend Service	5 buses in the morning b/w 6am-8:17am 6 buses in the afternoon b/w 2:46pm-5:35pm

Fig.3.8 Heatmap Showing Popular Bicycle Routes in the Area, as Recorded by Strava App Users

Source: Based on self-tracking app data mapped by Strava Labs (labs.strava.com/heatmap)



highlighting the environmental, health and other benefits of TDM.

Bi-Annual Transportation Survey (New)

MMC will conduct a Transportation Survey of its employees every 2 years to collect data about commuting mode split, barriers to TDM use and marketing effectiveness. Information from this survey will be included in the TDM plan updates.

Regional Connections Partnership (New)

MMC will seek to form partnerships with other major employers in the region, including the City of Portland, to foster a holistic approach to transportation demand management. The partnerships would enable the exchange of TDM-related information and experiences between institutions, and it would foster a community that is focused on promoting alternative transportation in the City of Portland.

Supporting Mass Transit Commutes (Enhanced)

MMC employees can purchase discounted bus tickets and Shuttle-Bus Zoom tickets conveniently in the cafeteria. MMC buys the tickets at the regular price and offers them to employees at the reduced prices listed in **Table 3.4** at right. This is a clear demonstration of MMC's commitment to making "Get on Board!" work.

MMC will provide greater subsidies towards the cost of METRO bus tickets for employees who wish to use the bus for the foreseeable future. Subsidizing METRO tickets would provide employees with an

Table 3.4 MMC Transit Incentives

	MMC COST	EMPLOYEE COST
METRO (10 RIDES)	\$13.50	\$8
S. PORTLAND (10 RIDES)	\$13.50	\$8
ZOOM (10 RIDES)	\$39	\$29.60
ZOOM MONTHLY	\$100	\$84.50
ZOOM QUARTERLY	\$260	\$197.50

additional financial incentive to use the transit system serving the MMC district.

METRO's existing routes and schedules cannot meet all of MMC's employees' transportation needs, however. Although the MMC campus is well served by bus transit (See **Fig.3.7 on page 69**), the limited hours of operation and the long headways between runs do not provide a viable alternative to the car even for those employees who can walk to a bus stop from their residence. (See **Table 3.3 on page 70**).

MMC intends to explore a partnership with the Greater Portland Transit District (METRO) to identify strategies for increasing MMC ridership, such as service updates and/or pricing agreements. The formation of a partnership could be mutually beneficial, by providing METRO with feedback for increasing ridership while maximizing the usefulness of the transit system for MMC employees. As MMC formalizes its ties to other local institutions through a regional partnership, its collaboration with METRO could also extend to other employers.

Supporting Employee Carpools (Enhanced)

"Get on Board!"s" most successful initiative to date has been its carpooling program. Most of these connections are ad-hoc. MMC will promote increase participation by actively matching potential riders. Additionally, while Go Maine is the primary administrator of vanpools in the state, MMC will work to proactively identify and assist with the formation of vanpools.

The employee "Get on Board!" portal is linked to the GoMAINE Commuter Connections website, which is an alternative commuting program operated by MDOT. GoMAINE provides commuters with additional commuting resources and benefits that supplement those provided by MMC. These benefits include a carpool ride-matching program and a rewards program for participants.

Supporting Bicycle Commutes (Enhanced)

The MMC campus is located in close proximity to popular bicycle corridors, including St John and Congress Sts which connect riders to destinations across the City of Portland (see **Fig.3.8 on page 71**). MMC has worked diligently to support bicycle commuters. In 2008, MMC installed five strategically-located bike racks and ten bike lockers on their Bramhall Campus. Three new bicycle racks were added in the vicinity of the Main entrance and in the South Lot in 2016, bringing total storage capacity to 193 bicycles across campus (see **Fig.3.2 on page 56** for location of bicycle racks

on campus). Bicycle commuters also have access to a shared toolshed with basic tools.

MMC will undertake an internal marketing program which offers fun and useful prizes for those participating in alternative modes of transportation. Making alternative transportation fun and a community-wide effort is likely to increase participation by some who might not otherwise engage in the process.

Pay for Parking

MMC will charge its employees no less than \$3 per paycheck to utilize MMC parking. MMC employees are paid bi-weekly.

Guaranteed Ride Home (GRH) Program

For those employees who regularly use alternative modes of transportation to and from its Bramhall Campus, MMC will guarantee a ride home in emergency situations.

UCar

Working with UHaul and the City's Parking Department, MMC will continue to monitor the use of the UCar presently located in its Congress St parking garage. In the event an additional car is warranted, MMC will work with its partners in finding a suitable location on the main campus for the storage and use of the UCar.

MMC Employee Shuttles

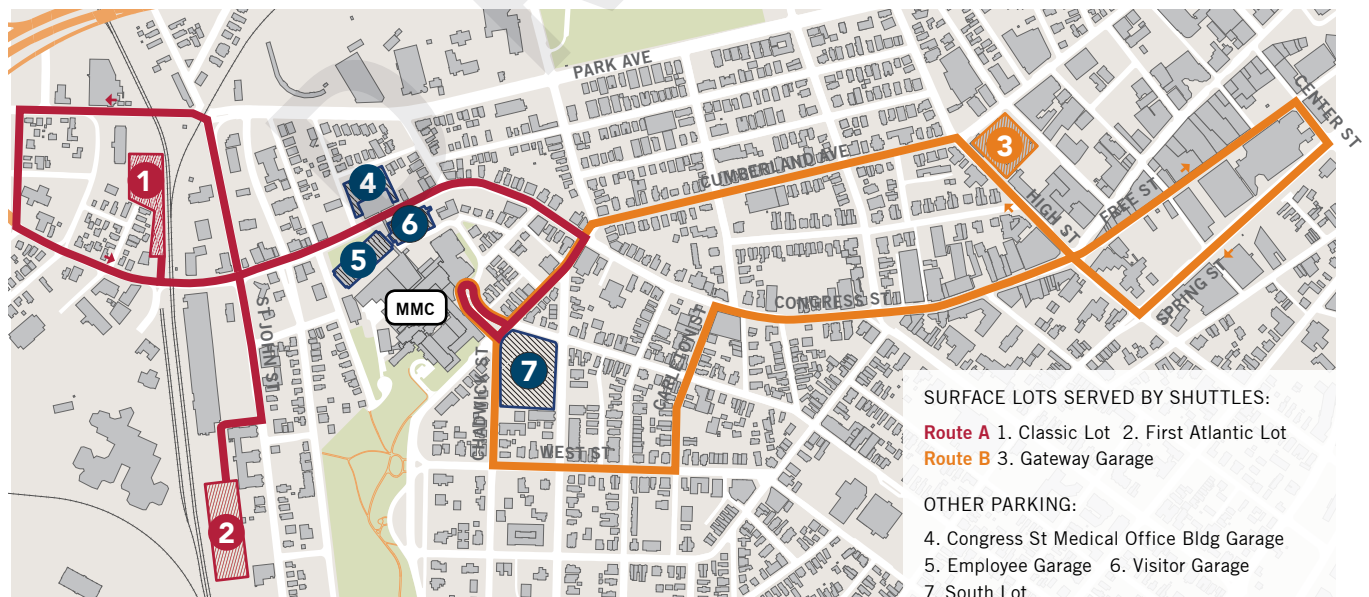
The MMC employee shuttle operates Monday-Friday from 6am to 11pm. The number of shuttles running to off-site parking locations at any given time varies from 1-5 shuttles depending on traffic volume. These off-site lots fill to capacity on a daily basis. The employee shuttle service has three distinct routes and schedules:

A. Service to and from the off-site 1st Atlantic and Classic parking lots runs from Monday through Friday from 6am to 11pm, in a continuous loop. The 1st Atlantic parking lot (222 St John St) is utilized first in the mornings. Once it nears capacity, service shifts to the Classic parking lot (993

Congress St). Return trips in the evenings service both lots.

B. The Gateway shuttle moves employees between the MMC Bramhall campus, the Gateway office building / garage and the MaineHealth home office at 110 Free St. The shuttle leaves every 20 minutes from the south entrance Monday through Friday from 6am to 4pm. Transportation is provided on an "On Call" basis between 4pm and 11pm. This shuttle also provides a limited courtesy transportation service to patient families staying at the Ronald McDonald House (250 Brackett St.).

Fig.3.9 Map of MMC Shuttle Routes A & B.



C. A courtesy shuttle runs between Brighton Medical Center (335 Brighton Ave) and MMC every 20 minutes from 6am to 4pm.

The shuttles provide a predictable alternative to employees commuting between the three sites while reducing vehicular traffic in and around campus.

Once the St John St garage is complete and the majority of MMC employee parking is consolidated to that location, a new shuttle route will be established that reduces the amount of traffic around City streets and provides a reliable method of transportation for MMC employees.

MMC has instituted a shuttle service for contractors from the Classic Parking Lot (993 Congress St) to the hospital to reduce traffic and parking impact on the campus and surrounding neighborhoods. In 2015, MMC added a 20-space contractor lot on Forest St. Only essential contractor vehicles are permitted to park on campus: contractor parking passes are distributed by the Engineering Department on a case-by-case basis.

ENVIRONMENTAL AND INFRASTRUCTURE PLAN

Sustainable and resilient infrastructure is key to ensure safe and efficient operations of healthcare facilities in the 21st century. Maine Medical Center is seeking to advance its good stewardship of environmental and infrastructure resources through its Institutional Development Plan.



NATURAL RESOURCE PROTECTION

The Maine Medical Center Bramhall campus is located at a high point in the west end of the Portland peninsula. There are several locations where natural resources are significant:

- The Western Promenade, a culturally significant public park that is listed in the National Registry of Historic Places (NRHP'89, see **Fig.4.1**);
- MMC-owned landscape along Bramhall St abutting the Western Promenade and serving as a foreground to the Maine General Building and original hospital structure;
- MMC, located in an urban setting, maintains small landscaped areas that provide visual respite from surrounding hard scape. These areas are well maintained, flowers watered and mulched and trees fertilized in order to preserve the pleasing aesthetics important to its neighbors, employees and patients; and,
- MMC-owned natural area along Gilman St. This steeply sloping zone contains natural vegetation consisting primarily of mature evergreen tree growth which serves as a natural buffer between the hospital and residences on Gilman St.

The Western Promenade, in particular, is a treasured resource for the public, including employees, patients and visitors to the MMC Bramhall Campus. The Master Facility Plan utilizes

vertical expansion and/or previously developed sites to minimize impact on natural resources and maintain existing campus open spaces. The plan does not encroach upon or negatively impact any of the natural resources listed above.

Fig.4.2 on page 79 illustrates the location of these natural resources in relation to the proposed short- and long-term projects.

Fig.4.1 Campus Relationship to the Western Promenade



Fig.4.2 MMC Environmental Protection and Operations Plan



* NOTE: The exact location, footprint and height of St John St Garage to be determined during detailed design.

STORMWATER MANAGEMENT

The MMC Bramhall campus is located at a high point in the west end of the Portland peninsula. From the high point of the property along Bramhall St, runoff from the site drains west, north and east entering the to the City of Portland's separated storm drain system and combined sewer system. The campus terrain and location of high slopes that contribute to stormwater flows is illustrated on **Fig.4.3 on page 80**.

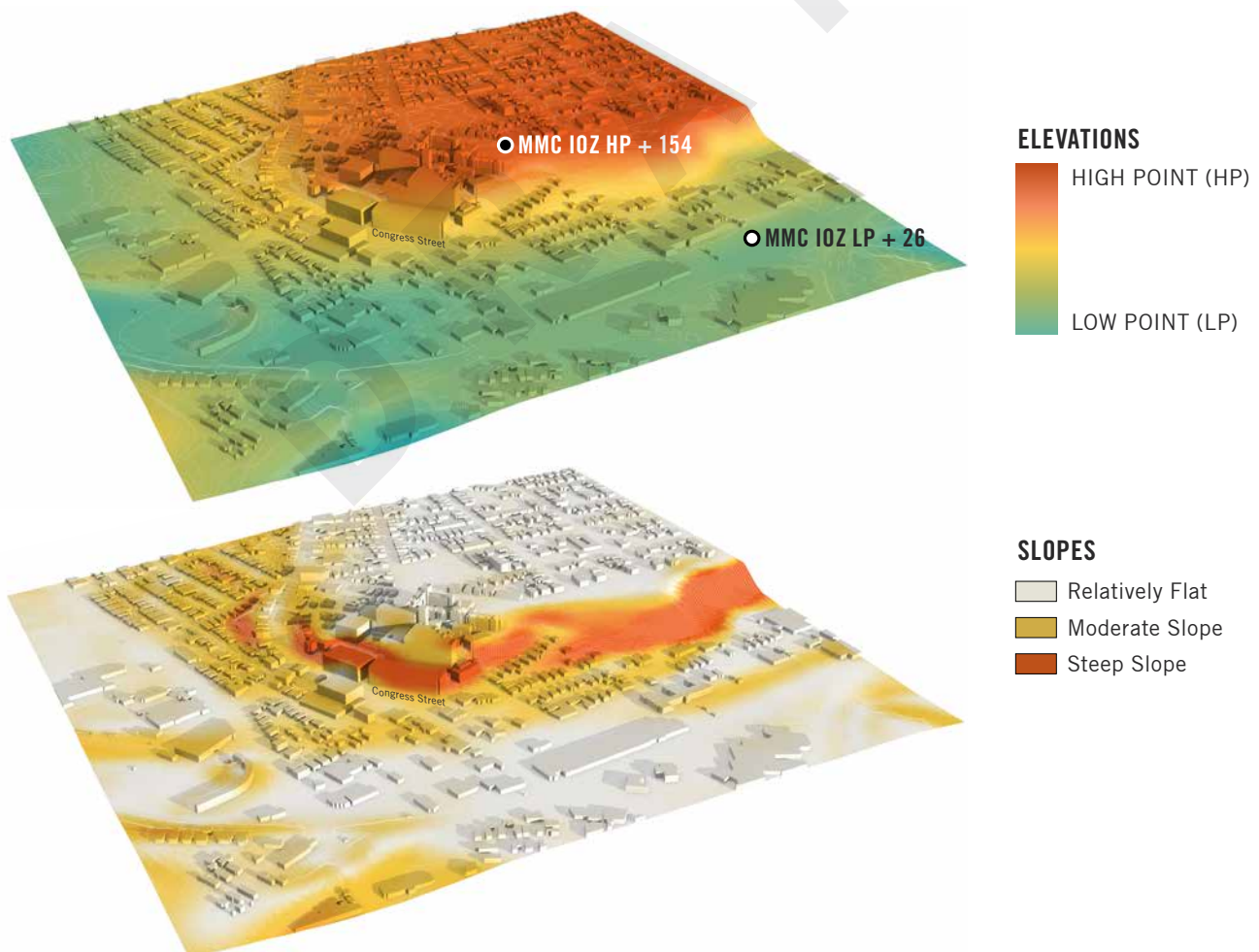
FEMA Floodplains

The campus is not located in a FEMA-designated flood zone. The 100-year flood zone boundary is located at the western edge of the Pan Am rail line and consists of flood-prone flats along the Fore River.

EXISTING STORMWATER INFRASTRUCTURE

In general, the campus redevelopment over the last 15 years has collected runoff from parking lots and new rooftops into a separated storm drainage

Fig.4.3 Diagrams Illustrating Elevation and Location of Steep Slopes around MMC Campus
(See **Fig.5.6 on page 98** for a map of existing elevations within the MMC IOZ boundary).



system, including storm drains in the public right of way. Where feasible, the on-site separated drainage system has been connected to a municipal separated storm drain. This includes the storm drains in A St constructed by the City in 2001 and Gilman St constructed by MMC in 2005.

2004 Improvements

The campus' stormwater conditions were most recently evaluated in a stormwater management report prepared by Sebago Technics, Inc. in 2004 as part of the Planning Board's review of the Bramhall campus expansion project, which included the construction of the Women and Infants Center, Emergency Department Expansion, Congress St Parking Garage and the Central Utility Plant. To meet stormwater treatment requirements for the expansion, MMC installed two Downstream Defender Stormwater treatment units to treat runoff from impervious areas on the site. The redevelopment separated and redirected stormwater runoff from approximately 6.3 acres of existing development from the combined sewers in Crescent St, Ellsworth St, and Congress St to the separated storm drain in A St. A 6' diameter unit was installed in the Congress St Parking Garage and a 10' diameter unit was installed in Gilman St.

Discharges into the City Combined Sewers

Other locations abutting the campus including Congress, Wescott, Charles, Bramhall, and Bracket Sts are only served by the City's combined sewers. At these locations, MMC's recent drainage construction terminates in a separated storm drain

manholes connected to adjacent City combined sewer manholes to provide points of connections for future municipal separated storm drains.

Detailed information on MMC's stormwater discharges into the City's combined sewer and separated storm water infrastructure is outlined on **Fig.4.4 on page 82.**

FUTURE STORMWATER FLOWS

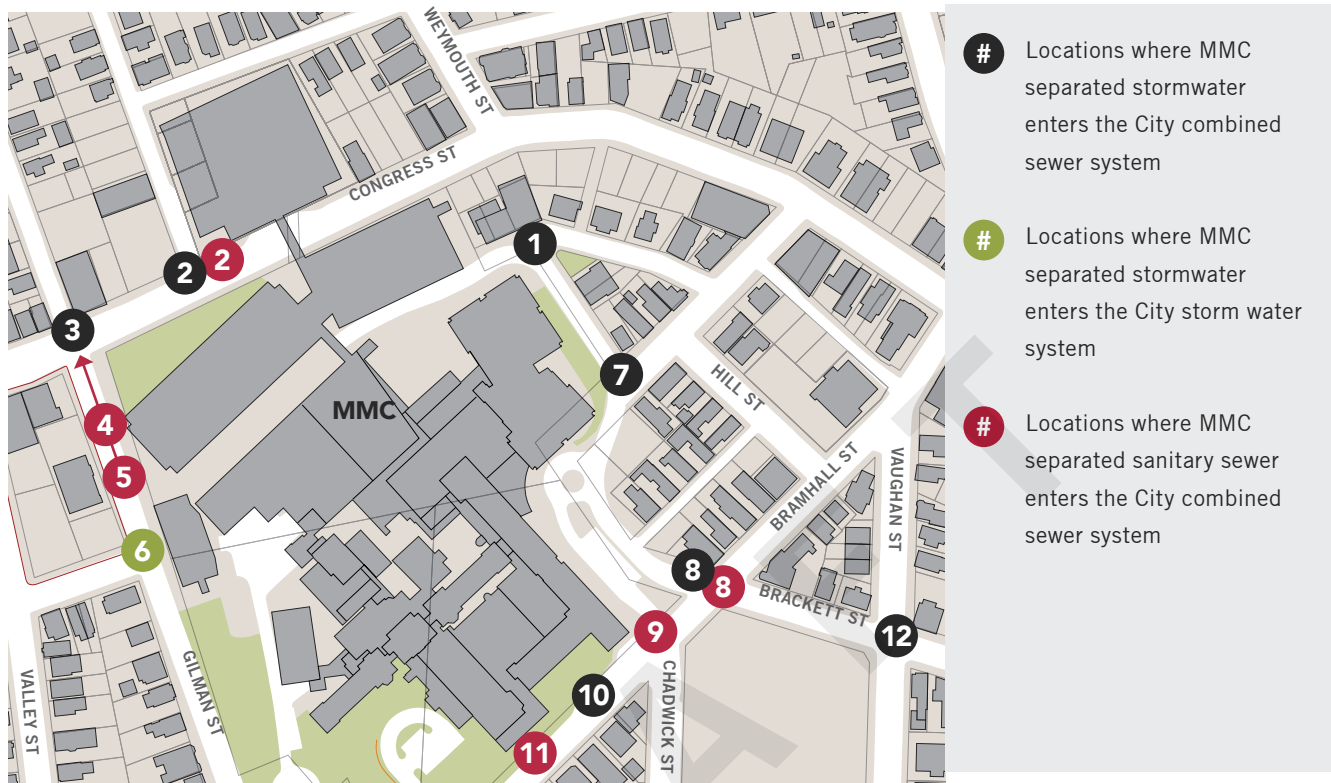
Any development or redevelopment of sites by MMC will be required to meet the City's stormwater management ordinance requirements and mitigate any increases in discharges to the extent practicable.

Projected Impacts of Proposed Development

A high level assessment of short- and long-term projects identified as part of MMC's Master Facility Plan shows no significant change to the amount of impervious surface or peak rate of run-off at the proposed project sites, as outlined below. A detailed discussion about the impacts of any future development will be part of site plan review.

- Proposed vertical additions to existing East Tower and Visitor Garage will not change the amount of impervious surface.
- Replacement of the Employee Garage with the proposed Congress St Development is not anticipated to increase impervious surfaces. The current design of the project site redevelopment includes an extensive green roof component and proposes

Fig.4.4 Existing Sewer Connection Points



LOC.	MMC STORM WATER FLOWS	MMC SANITARY FLOWS
1	Runoff from the campus and storm drains constructed by MMC in Wescott St enters a combined sewer man-hole at the intersection of Wescott St and Crescent St. The outfall of this system a 12" combined sewer that drains in a westerly direction along Crescent St, eventually draining to Park Ave via sewers in Ellsworth St, Congress St and Weymouth St.	N/A.
2 2	Separated runoff from the MMC parking garage enters the municipal combined sewer at the intersection of Congress St and Forest St. The sewer outlet from this manhole is an 18" reinforced concrete pipe that drains north in Forest St to Park Ave.	Sanitary sewer outfalls from the MMC parking garages enter the municipal combined sewer at the intersection of Congress and Forest St. The sewer outlet from this manhole is an 18" reinforced concrete pipe that drains north in Forest St to Park Ave. Areas tributary to this system include the Emergency Department, Women and Infants Center and Richards Wing.
3	Runoff from areas of the campus along Congress and Gilman St enter catch basins connected to the City's combined sewer system at the intersection of Gilman and Congress St. From this point the combined sewer drains north in Gilman St to Park Ave. Runoff in the roadway that bypasses the catch basins at the intersection runs west along Congress to St John St.	Sanitary sewer flows from #4 and #5 enter the City combined sewer at this location.

LOC.	MMC STORM WATER FLOWS	MMC SANITARY FLOWS
4	N/A.	The sanitary sewer serving the LL Bean Building, Annex B / Maine General Bldg, and the Engineering Services Building enters the City's 12" concrete sewer in Gilman St. From this point the sewer drains north in Gilman St to Congress St (#3) and continues to Park Ave.
5	N/A.	The sewer service from the Central Utility Building enters the 12" concrete City sewer in Gilman St, a short distance above Location 4.
6	Runoff at the intersection of Gilman St and A St at the upstream end of a separated storm drainage system constructed by the City of Portland in 2001 as part of the St John St sewer separation project. The storm drain was extended along A St, from its intersection with St John St to a drain manhole in Gilman St opposite the MMC Central Utility Plant. This storm drain was extended to the hospital property specifically for the purpose of providing a point of connection for separated stormwater runoff from the hospital. In 2005 MMC constructed drainage on campus to collect runoff from areas of the site including the existing emergency room parking area, LL. Bean Wing, and service areas abutting the Central Utility Plant to the A St storm drain. This project also extended the separated storm drain in Gilman St to the south, separating runoff in Gilman St and the Dana Center from the City's combined sewers.	N/A.
7	Runoff at the intersection of Ellsworth St and Wescott St. Separated storm drains constructed by MMC in 2005 connect to a combined sewer system manholes in Ellsworth St. The combined sewer drains in an east in Ellsworth St towards to Congress St.	N/A.
8 8	Separated storm drainage from the MMC parking lot enters the combined sewer in Charles St at its intersection with Bramhall St.	Sanitary sewer manhole in the intersection of Bramhall and Brackett Sts where sewer services from Pavilions A and C connect to the City sewer. The outfall of the manhole at this location is a 15" sewer that drains to the east in Bramhall St.
9	Runoff from small areas of the site along Bramhall St enters the combined sewer system at Location 8.	Sewer service from the south end of Pavilion A enters a City sewer manhole at the intersection of Bramhall and Chadwick St. From this location, the sewer continues east to Location 8.
10	Small areas along Bramhall St enter catch basins in the city right-of-way	N/A.
11	N/A.	Sewer manhole in Bramhall St where a sewer service from the Dana Center enters the City sewer in Bramhall St. From this location, the sewer continues east to Location 9.
12	Runoff at the intersection of Brackett St and Vaughan St where separated MMC storm drains in the Brackett St parking lot connects to the combined sewer draining southeast in Bracket St.	N/A.

removals of existing impervious area. The net impact of this design is expected to result in no increase in the peak rates of runoff from the site. It is expected that the primary post-development stormwater connection will be to the Forest St combined sewer at the intersection of Congress St and Forest Sts..

- 222 St John St is served by a separated stormwater drainage system that travels west under the railroad tracks and past the Cumberland County jail site and Fore River Parkway to discharge to the Fore River. The proposed new parking structure on this property is not anticipated to significantly change the amount of impervious surface or peak rate of run-off.

SANITARY FLOWS INTO CITY COMBINED SEWERS

The MMC campus discharges sanitary flows into the City of Portland's combined sewer system at approximately seven locations, as illustrated in **Fig.4.4 on page 82**. This information is provided to the best of MMC's knowledge after researching its own records and those of the City of Portland. Due to the age of the public sewer system and MMC's buildings, record plans of the existing sewer systems may be incomplete and additional currently unidentified connections may exist. We are unaware of capacity issues in the City's existing system at the connection points from the campus to the City sewer system located in the public right of way. Drainage studies completed for the 2004 Bramhall

campus expansion and approved through the site plan process did not identify deficiencies at the connection points to the City system.

MMC anticipates increased use of city combined sewers for sanitary flows associated with its short- and long-term projects. The increased sewer flow loads and exact connection locations will be determined during the Site Plan review process as required by the City of Portland:

- The East Tower expansion is anticipated to increase sanitary flows in the combined sewer located at the intersection of Congress and Forest Sts, which connects to the Forest St combined sewer.
- The Congress St Development is anticipated to increase sanitary flows in the combined sewer located at the intersection of Congress and Forest Sts, which connects to the Forest St combined sewer. The Congress St Development may also include a sewer connection that increases sanitary flows into the combined sewer located at the intersection of Congress and Gilman Sts that ultimately discharges to the Gilman St combined sewer.

ENERGY CONSERVATION

CURRENT CONSUMPTION

Because MMC, of necessity, is such a large consumer of energy, it utilizes the services of an energy procurement broker, Competitive Energy Services, to provide it with strategic energy consulting services and management of energy procurement activities for electricity, natural gas, and oil in order to maximize efficiency and to ensure MMC achieves the most competitive pricing. MMC purchases its energy through a competitive bid-based energy procurement process.

In calendar year 2016, MMC consumed:

- 411 gallons of oil,
- 1,633,686 CCF of natural gas, and,
- 35,375,765 Kw-Hr of electricity.

CONSERVATION EFFORTS

Central Utility Plant (2008)

In 2008, MMC's 22 Bramhall St campus went live with its upgraded and centralized utility plant. The Central Utility Plant (CUP) was designed to provide better management of and more efficient results for energy consumption by the hospital. The plant produces steam, chilled water, and back-up power for the Bramhall campus. The peak tonnage of the plant is currently close to 2,400 tons per hour of chilled water.

Since 2008, MMC has experienced dramatic energy consumption decreases directly resulting from the state of the art utility plant. The CUP controls both electrical and gas utilization, and heating and chilling functionality, and will service the short-term

modernization project under development at the Bramhall campus, with a minor upgrade to the existing systems. The CUP contains state-of-the-art dual natural gas /oil system allowing for switching between oil and gas depending upon price and availability.

Infrastructure Improvements

In addition to its conservation methods in the electric, oil and gas arena, MMC has also undertaken investment in infrastructure upgrades at its 22 Bramhall Campus to reduce building air changes and temperature set-points allowing for the monitoring and control of humidity and temperature during high demand use times. Upgrades in sequencing and timing of set points have achieved efficiencies of HVAC run times and energy demand.

Further, MMC has been investing in lighting and plumbing features that allow for reduced energy consumption. LED lights have been installed in its garages and in the public corridor within the Bean Building. Low flow plumbing fixtures with aerators are installed when replacements or renovations are required. These fixtures lower overall water consumption at the hospital.

Green Buildings

The historic Maine General Hospital incorporated natural light and ventilation as an important part of the healing process. To continue this legacy, new campus buildings will take advantage of natural light, heat, and ventilation to improve building performance while also contributing positively

to the healing qualities of patient and family spaces. Specific designs will aim to lower Energy Use Intensity (EUI) beyond the traditional code minimum baseline. Use of industry standards such as LEED will serve as a model for evaluating the sustainability of future MMC buildings.

PROJECTED ENERGY DEMANDS

Each project in the Master Facility Plan has specific needs and vary in their impacts. The proposed projects combined are anticipated to generate 5,400 KW of additional electricity demand (see **Table 5.1** below for details). MMC is currently working with Central Maine Power to identify capacity for the projected electricity loads.

The steam loads are met by MMC's CUP and will not impact city infrastructure. The CUP has the capacity needed to service MMC's short-term growth needs. The gas infrastructure has capacity to handle any increases to the current steam load.

OPERATIONAL SUSTAINABILITY

HAZARDOUS WASTE MANAGEMENT

MMC has a Hazardous Materials and Waste Plan supported by policies for the handling and disposal of hazardous waste, universal hazardous waste and biomedical waste.

Biomedical and Hazardous Waste

Biomedical waste sharps, biomedical waste, pathological waste (tissues, etc), and hazardous pharmaceutical and other chemical waste are collected by MMC Environmental Services or contractors, and stored at secure locations across campus prior to pick up, transfer, and ultimate disposal by contractors. DEA controlled substances are wasted at the point of generation (e.g. medication rooms), solidified, and collected by MMC Environmental Services at a secure holding room for pick-up, transfer and ultimate disposal by contracted vendor. All hazardous materials leave the campus through the loading docks (see **Fig.4.2**).

Table 5.1 Projected Electricity Demand

		Projected Net Energy Demand	Potential On-Site Energy Production (Rooftop PV)
East Tower Vertical Expansion	Utilizing new systems for efficiency	300 KW	--
Visitor Garage Vertical Expansion	Utilizing existing systems	350 KW	150 KW
Congress Street Development	Net demand with the deletion of the existing garage currently on site	1,700 KW	
St John St Garage	Stand-alone project not connected to core campus primary metered system	230 KW	500 KW
Central Utility Plant Expansion	Additional summer cooling demand	1,800 KW	
TOTAL ENERGY DEMAND		4,380 KW	650 KW

MMC's short-term projects are not expected to create significant increases waste volumes. No changes are currently planned to hazardous materials storage and transfer locations on campus.

Grease Discharge

MMC will be installing a grease trap system capable of separating grease from waste water as part of its short-term projects.

Soiled Linen

MMC has its own Linen Services department that is responsible for overseeing the processing of laundry for all of MMC and Maine Medical Partners (MPP) locations. The plant is located in Westbrook, and the linen is transported between these locations by MMC's Materials Management team.

SUSTAINABLE OPERATIONS

MMC expects to continue, and where possible, expand on the following sustainable operation strategies as part of its long-term plan.

Campus Recycling

MMC separates paper and cardboard out of the waste stream through on-campus recycling. MMC Kitchen and Café provide recycling for can and bottle returnables, and separate compostable items from the waste stream. MMC has also switched to reusable needle boxes to reduce plastic waste. Expired medical equipment and devices are reprocessed by contractors.

Landscaping

MMC contracts with an outside landscaping company. In renewing its contract, MMC is requiring the use of organic pesticides and fertilizers for all planting and green space on campus.

Snow Removal

MMC contracts with an outside snow removal company. The environment requires the use of melting agents, but MMC has taken steps to minimize its use by installing heated sidewalks at the front entrance and South lot entrance as well as the Emergency Department entrance. MMC will continue to use replace calcium chloride instead of salt, when possible, to reduce environmental impact of snow removal.

NOISE IMPACT

MMC's Master Facility Plan aims to minimize noise and disturbance both for the benefit of its neighbors and its patients. Key to this is relocating the main campus entrance to Congress St. This will limit traffic and associated noise from moving up onto the hill. The relocation of the helipad will maintain current flight paths, which were designed to minimize neighborhood noise impacts by following the recommended approach to the hospital over the Congress St corridor as opposed to over dense residential areas.

Mitigating Impact of Helipad Operations

MMC's helipad is currently located on top of the Employee Garage, which is slated for deconstruction in the short-term per MMC's Master Facility Plan (MFP). The MFP calls for a new helipad to be built on top of the East Tower following its planned vertical expansion (see "Short-Term Projects" on page 40).

MMC is in the process of identifying preferred flight routes for the new helipad, to be approved by the City of Portland, that will minimize noise impact of helicopter flights on surrounding residential areas. Initially, such preferred flight routes shall be as shown on the flight map (see **Fig.4.5 on page 89**). At the initiative of either the City or MMC, the map of preferred flight routes may be amended from time to time by agreement between MMC and the City.

MMC will notify all flight providers likely to use the Helicopter Landing Pad of such preferred routes, and shall take the following measures to ensure that such preferred routes are utilized whenever weather conditions, safety considerations and the best interests of the patient being transported permit, with the expectation that this will be the usual case.

MMC will instruct all providers which regularly use the Helicopter Landing Pad that pilots must file an exception report with the Air Medical Provider Administration of Lifeflight of Maine or its successor entity for operations modified for safety considerations or at the direct request of Approach Control at the Portland International Jetport. Logs of these exception reports will be made available to MMC and to the City upon request but no more frequently than annually.

When and if the Portland Jetport has the capacity to maintain and preserve data which specifically identifies flight routes actually taken by aircraft utilizing the Helicopter Landing Pad, the City shall consult such data to review compliance with this paragraph, and MMC, upon request of the City, shall be responsible for the cost of translating this data into usable form but not for the costs of the flight monitoring.

MMC will continue to engage providers of helicopter emergency medical transport who operate in compliance with the "Fly Neighborly Guide," third edition (and any subsequent revisions) prepared

Fig.4.5 Proposed Flight Routes for the new MMC Helipad



NOTE: Path #3 is new and will only be used under high wind conditions if required by the Federal Aviation Administration.

by the Helicopter Association International Fly Neighborly Committee and published by the Helicopter Association International.

Helicopter landings on the Helipad shall be used for emergency patient care only, and on the rare occasion for emergency management training by federal or state management agencies or US military or government aircraft.

DESIGN

Maine Medical Center aims to continue its tradition of design excellence with its new campus projects. Future buildings will be designed to improve care delivery while also providing a new gateway to Portland on Congress St.



DESIGN DRIVERS

The campus transformation of Maine Medical Center (MMC) draws its inspiration from its site, history, programmatic needs and most importantly the desire to create a sense of place. Specifically, the Hospital will reflect its location within Portland and of Maine. Within this framework, the Hospital aims to preserve the historic character of the existing campus yet provide the opportunity for new identities to develop that represent the modern delivery of healthcare and the future of MMC.

Fig.5.1 MMC Campus: Key Design Drivers

COMMUNITY

Positive Patient,
Family & Community
Experience



ADAPTABILITY

Spatial and
Programmatic
Flexibility



HEALING

Spaces that
Promote Healing



A NEW GATEWAY ON CONGRESS STREET

MMC key design drivers and interventions envisioned for the MMC balance the clinical needs of the hospital with the campus' place within the City of Portland. Included is a primary effort to improve the built environment of MMC's campus relationship with its urban context. This is achieved by focusing the new entrance towards Congress St to create an improved presence on the urban edge of the campus. This key intervention improves the visitor and patient experience from arrival to the City all the way to entering MMC buildings themselves. Providing a new entry on Congress St connects a campus entry directly to the existing and expanded visitor parking garage, simplifying the drop-off and parking sequence. This move creates a clear arrival sequence from drop-off, to parking, to movement through the MMC campus.

AN EFFICIENT, WELL-ORGANIZED CAMPUS

The inclusion of a new entry coupled with clear primary circulation along the ground level connects major interior programmatic functions with the site, further reinforcing the wayfinding and activating the building interior and exterior. Engaging with Congress St with a sensitivity to human scale and experience will be the focus of the transition between exterior to interior including transitions from urban to natural environments. This approach extends to vertical connections, both physical and visual, to mitigate the large grade changes that exist on campus and with the surrounding sites. These interventions will provide a positive patient

Fig.5.2 Artists' rendering of new Congress Street entrance, part of the proposed Congress Street Development
(Note: Façade design is subject to change during detailed design.)



and visitor experience as well as improve the surrounding neighborhood.

DESIGN THAT SUPPORTS HEALING

The creation of healing environments is an essential element to the design within the IOZ boundary. This will be achieved through the incorporation of access to and views of nature and natural daylight, which are proven to improve positive patient outcomes within a healthcare environment. Proper location and use of glass and transparency provides connections to the exterior to improve patient, visitor and staff experience but also to further reinforce wayfinding, and activate and energize the streetscape.

A SUSTAINABLE AND RESILIENT CAMPUS

Hospitals are vital partners within the communities they serve. Due to this relationship, design modifications will further improve MMC's status as a resilient campus that provides both a responsive exterior environment and healing indoor environment. Buildings take advantage of natural light and air, coupled with the use highly efficient mechanical systems. These drivers will reduce the energy necessary to operate the buildings, further increasing resilience in the face of unanticipated events.

CONTEXTUAL LANDSCAPE FRAMEWORK

The long-term landscape framework for the MMC campus draws its inspiration from the landscape typologies of coastal Maine reconciled to the site's rich historical and urban context. The campus commands a high promontory adjacent to the historic Western Promenade, and extends down the hill to Portland's bustling main street, Congress. The landscape design will respond to this context with elements that provide transitions between the historic and pastoral to contemporary and urban.

The landscape design at the southern end of the campus is conceived as a visual extension of the Western Promenade's historic landscape design, while the new entrance on Congress St is thought to be a contemporary expression aligned with modern healthcare design. The new entrance on Congress St is contemplated to accommodate ADA-compliant access from the street along with stairs and a vehicular drop-off. The streetscape improvements along Congress St itself will rely on the existing City standards, providing continuity along the length of the street and completing the transition to the urban realm.

The intermediate landscape spaces may be located on the campus to provide the transition between these two primary expressions, with landscapes and outdoor spaces that include courtyards, viewing gardens and green roofs.

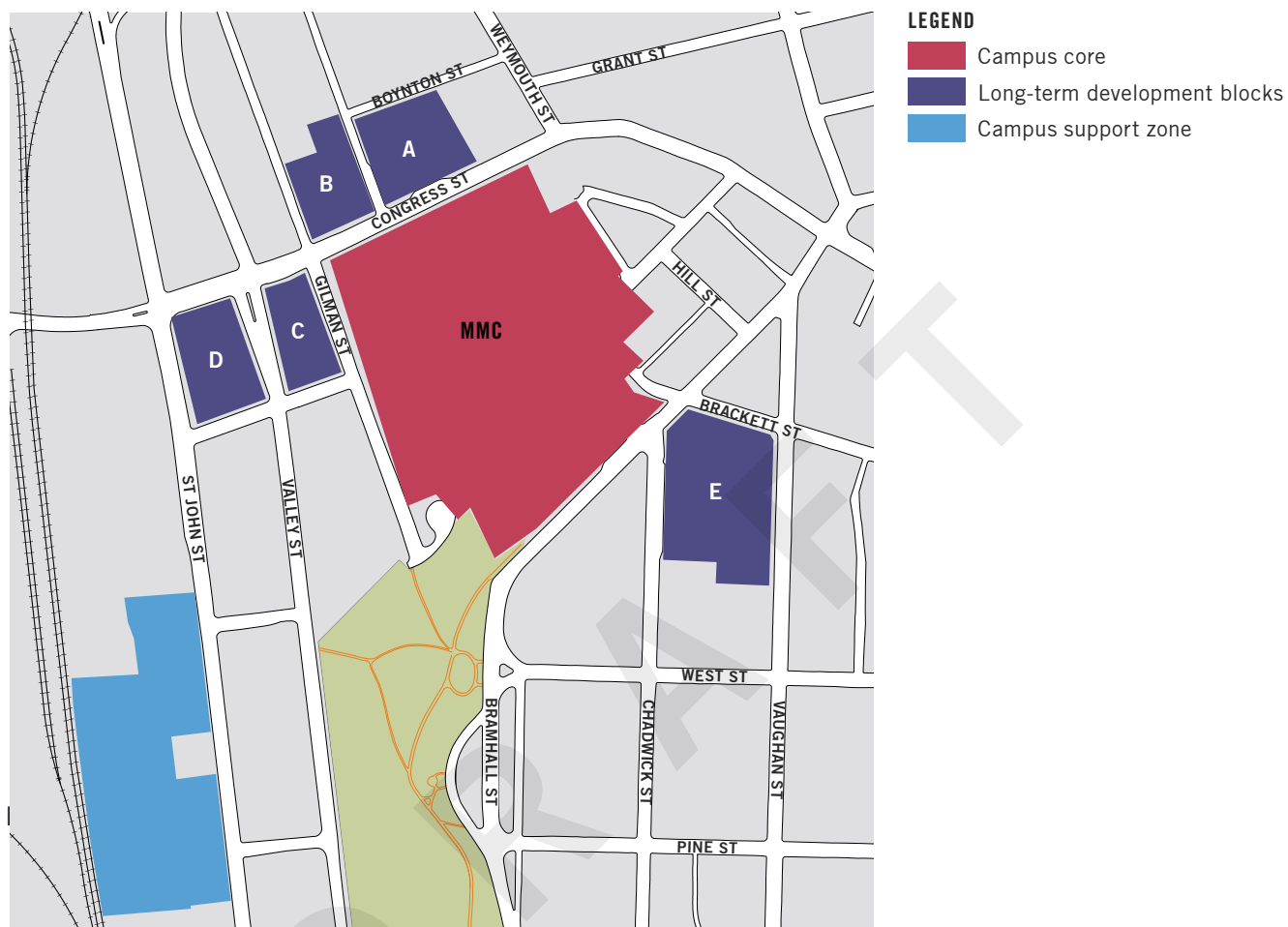
NEIGHBORHOOD INTEGRATION

Like many urban medical centers established in the 19th century, neighborhoods have grown up around MMC while the Medical Center has continued to grow. The historically synergistic relationship between MMC and surrounding neighborhoods, commercial corridors and parks is described in detail under "History" on page 10). The growth of MMC in the automobile era brought forward challenges related to traffic and parking that are common to medical centers located in urban settings. These issues continue to be at the forefront of MMC's ongoing dialogue with its neighbors and the City, and are addressed in the "Transportation Plan" section of this document (see page 51). Equally important to the relationship between MMC and its neighbors, however, is the integration of campus buildings, open spaces, and parking lots into the physical fabric of the neighborhoods through careful consideration of location, height / massing, use, and overall design.

As outlined in the introduction to this chapter, improving the interface between campus and community was an objective of the MMC Master Facility Plan. The new hospital building proposed in the short-term will transform MMC's frontage on Congress St, which was previously defined by parking structures only.

During the IDP process, the City of Portland encouraged MMC to look beyond its limited zoning boundary to identify areas for potential long-term growth. MMC has worked with abutting land owners

Fig.5.4 MMC IOZ Development Zones



and the City to identify key parcels contiguous with its core campus that can accommodate potential expansion of healthcare-related or supporting uses in the long-term (see **Fig.5.4**).

A majority of these are under-developed parcels on either side of Congress St—an area envisioned for transformation into a new gateway node in the City's Comprehensive Plan (see **Fig.1.8 on page 27**). Nearby but non-contiguous parcels along St

John St were identified to accommodate additional supporting uses, and in particular, the potential for a future employee parking deck.

The following sections summarize MMC's methodology for identifying an appropriate height envelope for these future development zones that will ensure appropriate integration with and transition into adjoining neighborhoods.

DETERMINING MAXIMUM HEIGHTS: OVERVIEW OF METHODOLOGY

MMC has used a multi-part methodology to determine the appropriate height profile for potential future development within the IOZ boundary:

1. Project Definition. The Master Facility Plan has identified heights for short- and long-term projects that reflect MMC's campus modernization needs. These approximate heights, which are expected to be refined through detailed design, were taken as a starting point to determine maximum heights for the proposed building sites.
2. Urban Design Analysis. Heights for zones that are not identified for specific projects were determined using context-sensitive urban design best practices from urban hospital campuses and health districts around the US. These included:
 - » Enabling larger and taller buildings within the campus core while providing height transitions to the scale of residential and historic neighborhoods along campus edges (see "Transitional Zones" **page 102**);
 - » Testing future development blocks for a variety of uses appropriate for mixed-use health districts to identify heights that accommodate desired uses; and,

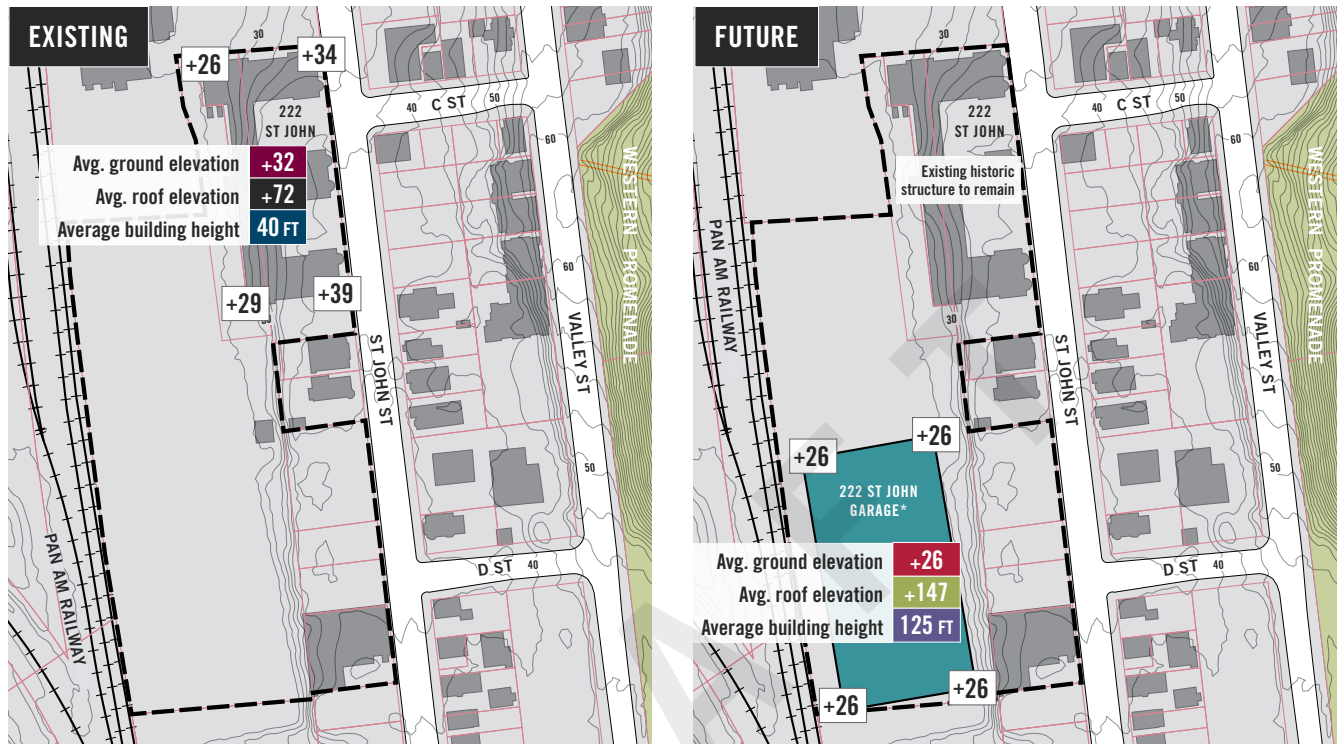
- » Using computer-generated shadow analysis of existing versus proposed height profiles to minimize potential shadow impacts of future development on adjoining public spaces and properties (see "Minimizing shadow impacts" **page 111** for details).

3. Slope Analysis. A 3D terrain model was used to optimize maximum heights based on the average grade of each building site and/or development zone within the IOZ.
4. Visioning. MMC has worked with the City of Portland planning staff to identify maximum and minimum heights and number of stories for new development along Congress St that can provide "gateway" experience that is called for in the City's Comprehensive Plan. The target heights have been identified as 75 feet (6 stories) maximum, and 3 stories minimum along Congress Street. (Note: Actual heights listed vary depending on the average slope within each block).

The resulting future height profiles, which are the basis of the maximum heights requested in the Regulatory Framework, are illustrated in **Fig.5.5** through **Fig.5.9**, along with the existing height profiles for ease of comparison.

The regulatory framework also identifies the maximum number of stories allowed within each

Fig.5.5 Existing and proposed future heights for long-term development parcels along St John Street



* NOTE: The exact location, footprint and access to St John Garage to be determined during detailed design.

LEGEND

- MMC Short-term projects
- Existing buildings, other
- +00 At-grade elevation at building corners
- 2ft topographic contours (GIS)
- Parcel boundaries
- MMC IOZ boundary



height zone, which are based on a minimum floor-to-floor height of 10ft for allowed uses. Floor heights of actual buildings will vary widely based on program use, and can exceed 20ft for intensive healthcare uses.

A 3D rendering of the height envelopes requested in the Regulatory Framework can be seen in **Fig.2.9** on page 48.

Fig.5.6 Existing Structures within IOZ: At-Grade and Rooftop Elevations

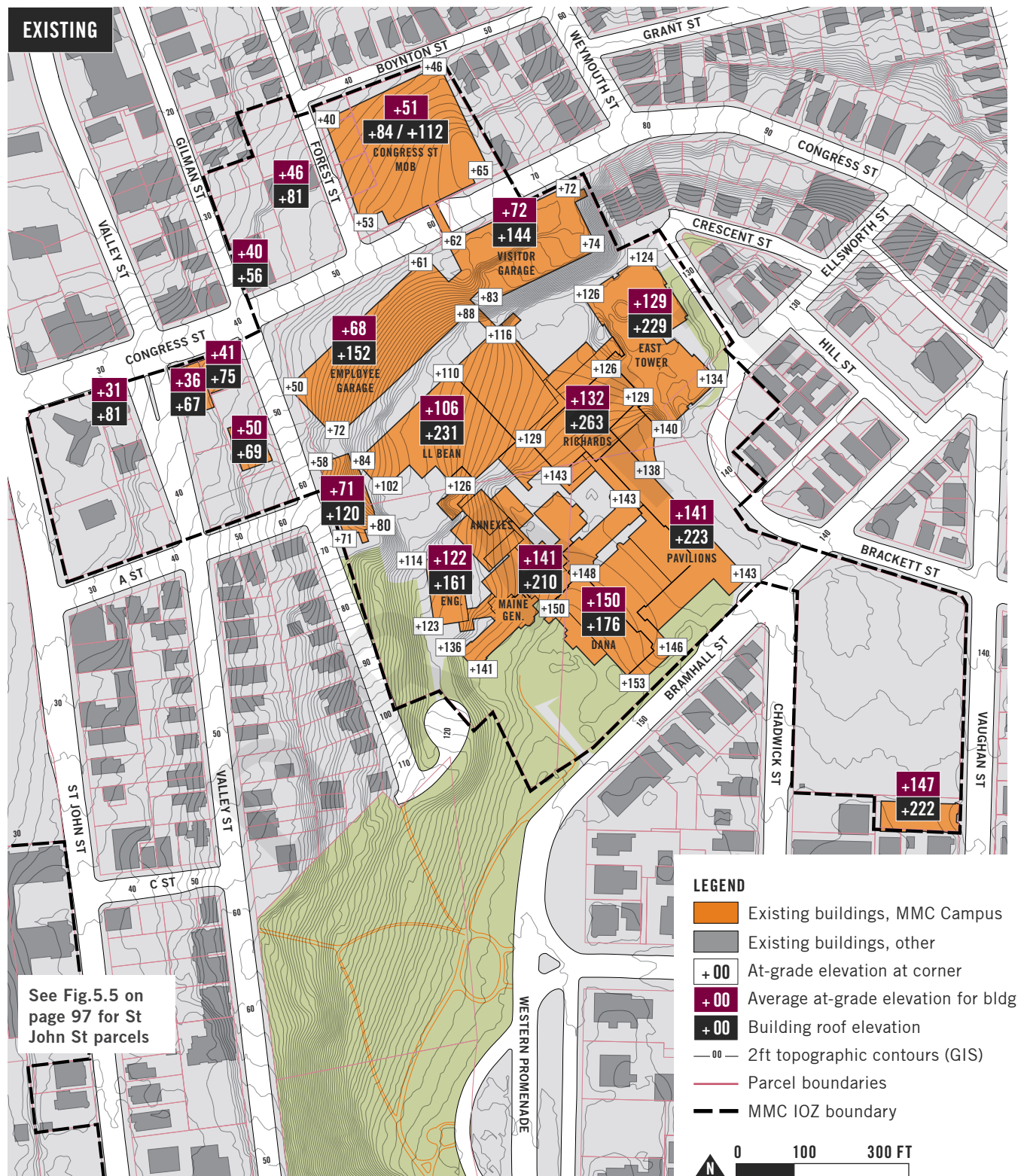


Fig.5.7 MMC Long-Term Development Vision: At-Grade and Rooftop Elevations

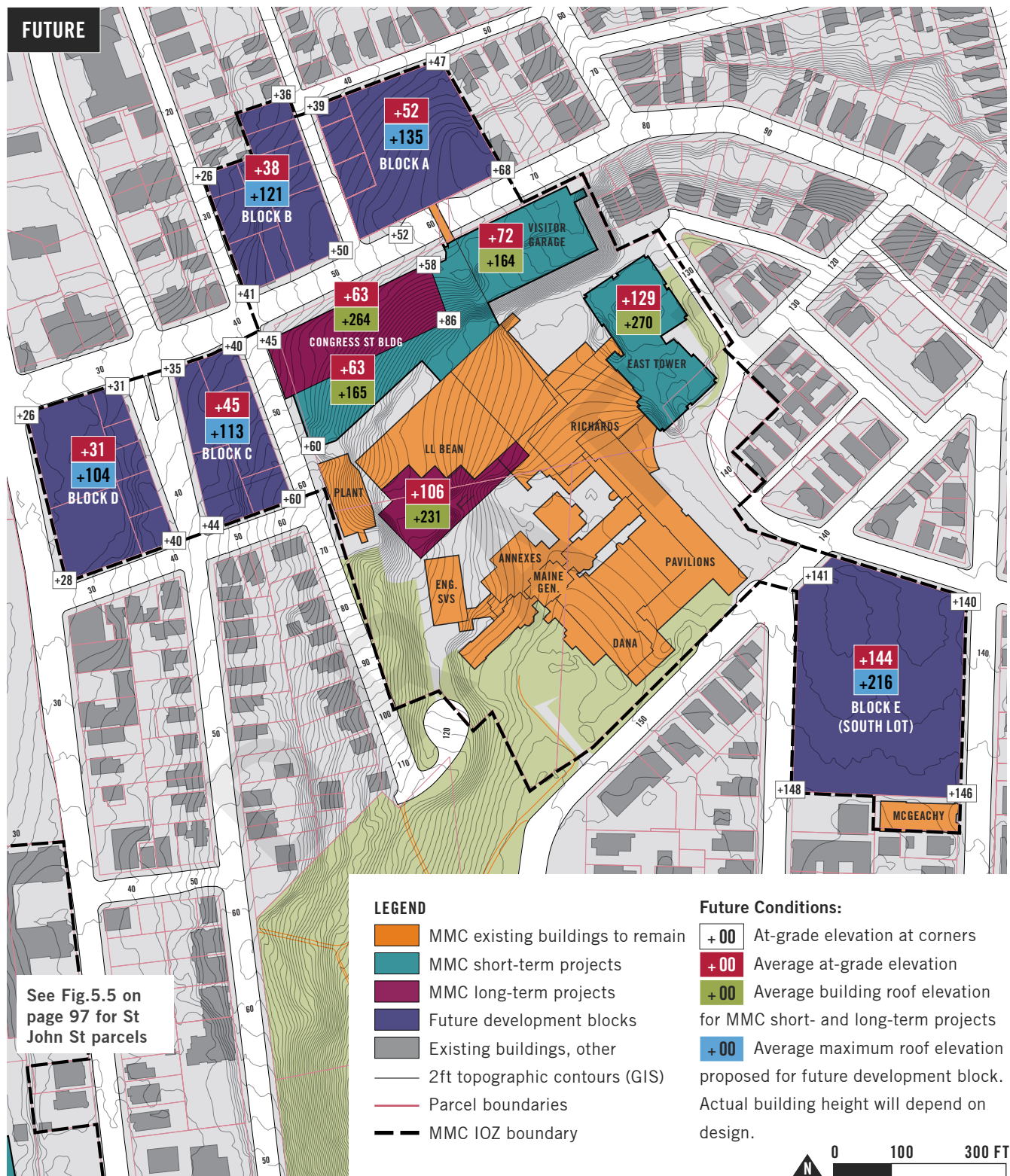


Fig.5.8 Existing Structures within IOZ: Average Building Heights at Average Grade

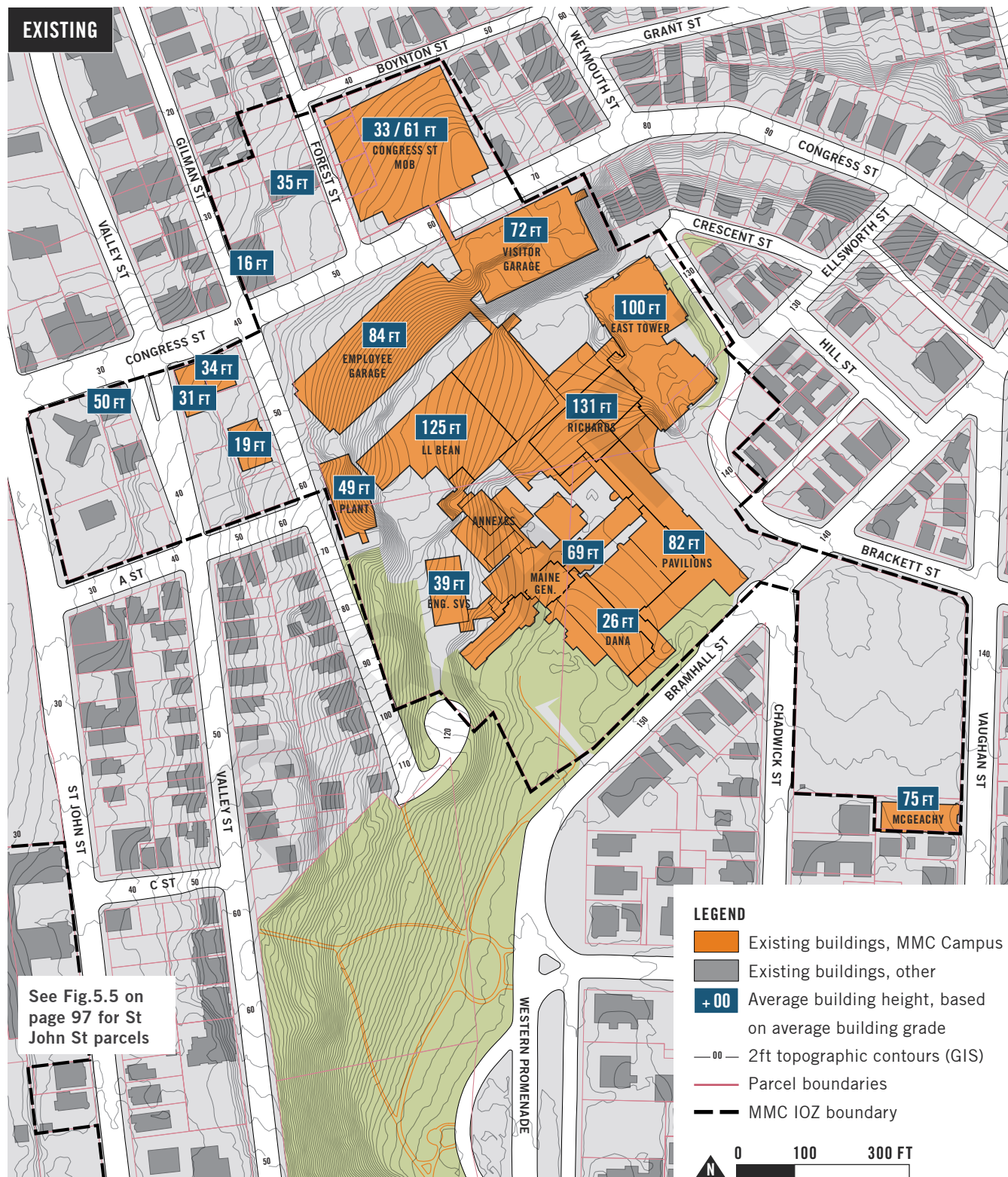
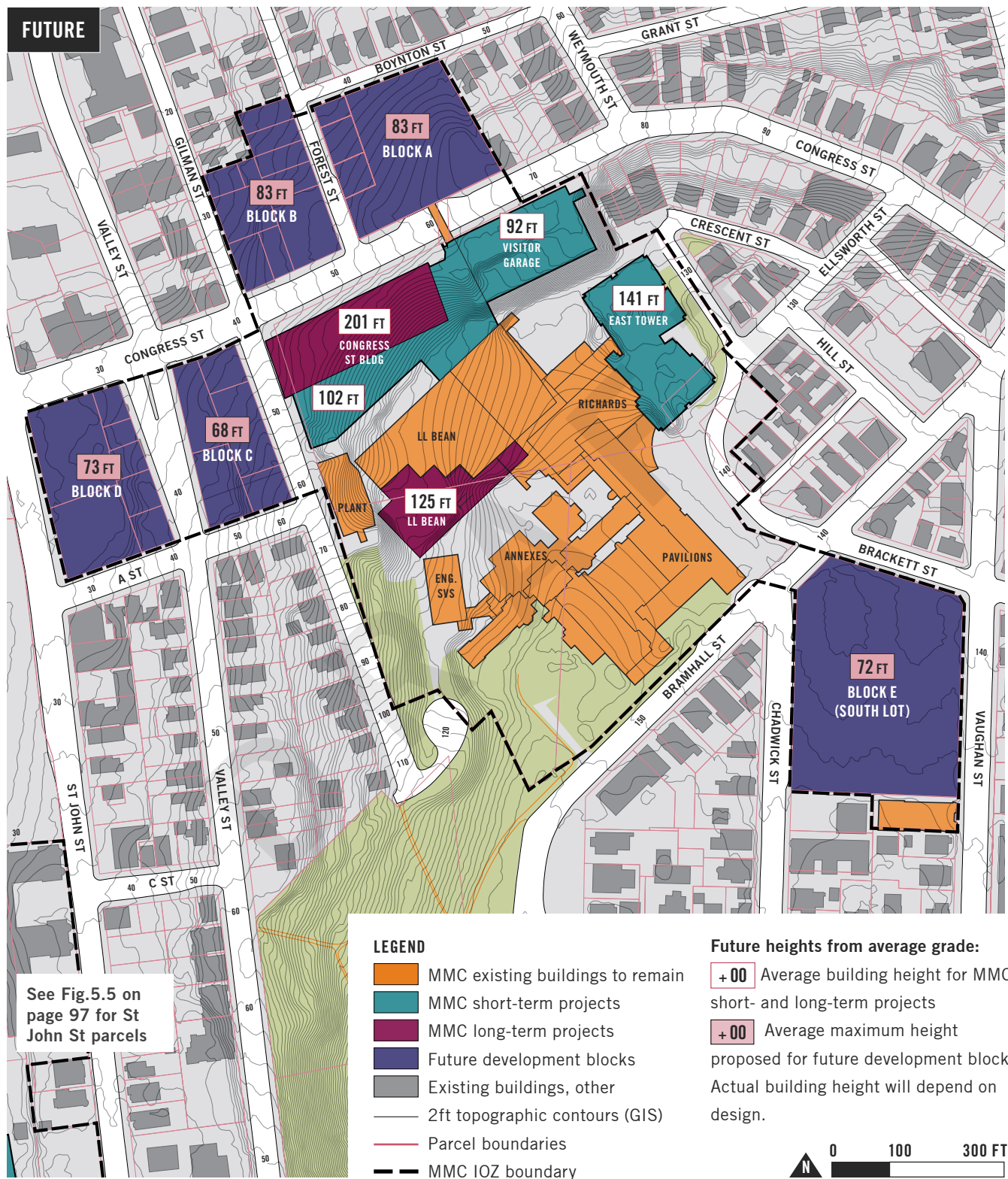


Fig.5.9 MMC Short- and Long-Term Projects: Average Building Heights at Average Grade



TRANSITIONAL ZONES

In accordance with urban design best practices, MMC has identified "transitional zones" along the edges of the IOZ boundary that abut residential zones where the height of new development can step down to better integrate with the character of local residential streets and neighborhoods. A diagram illustrating this concept is shown in **Fig.5.10** below. The location of specific transitional zones within the IOZ is illustrated in **Fig.5.11** on the following page.

Transition zones are designed to create a consistent scale of development on either side of a given public street. To achieve this goal, most transition zones dictate a height limit matching the maximum height allowed by the zone across the street. The

specific depth of the transition zone where the height limit applies is typically determined by using the "transitional height plane" test whereby a 45° angle line is extended inward from the maximum height line. This test ensures that taller structures on the inner side of the parcel do not negatively impact views from the public street whose character is being preserved.

MMC has used this widely accepted practice to identify and set a 50-ft depth to transition zones illustrated in **Fig.5.11** and required as part of the Regulatory Framework. Diagrams illustrating the testing of key MMC IOZ transitional zones with the "transitional height plane" are included on the following pages.

Fig.5.10 Transition zones: concept diagram

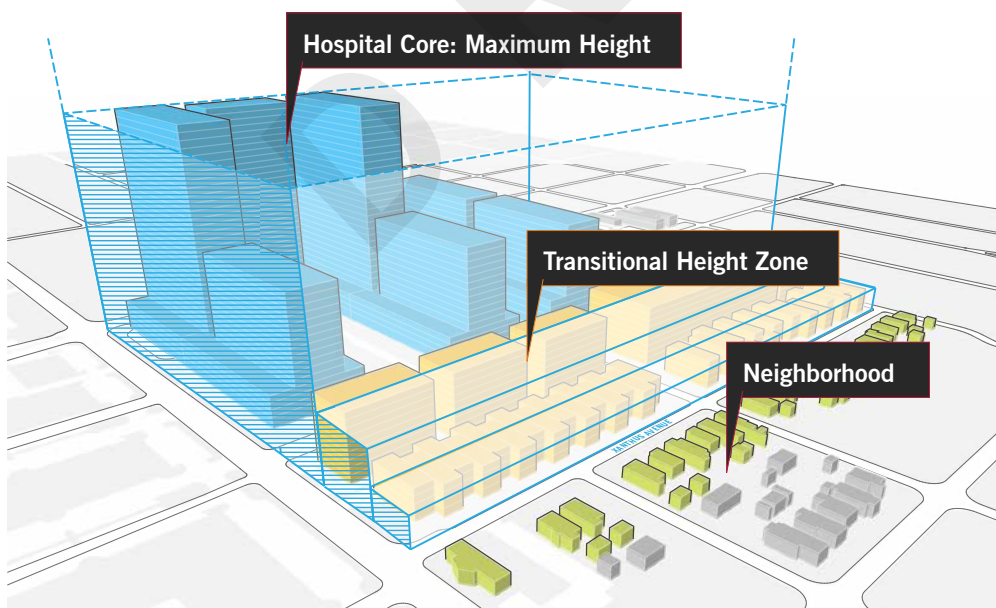


Fig.5.11 Map of proposed transitional zones within MMC IOZ

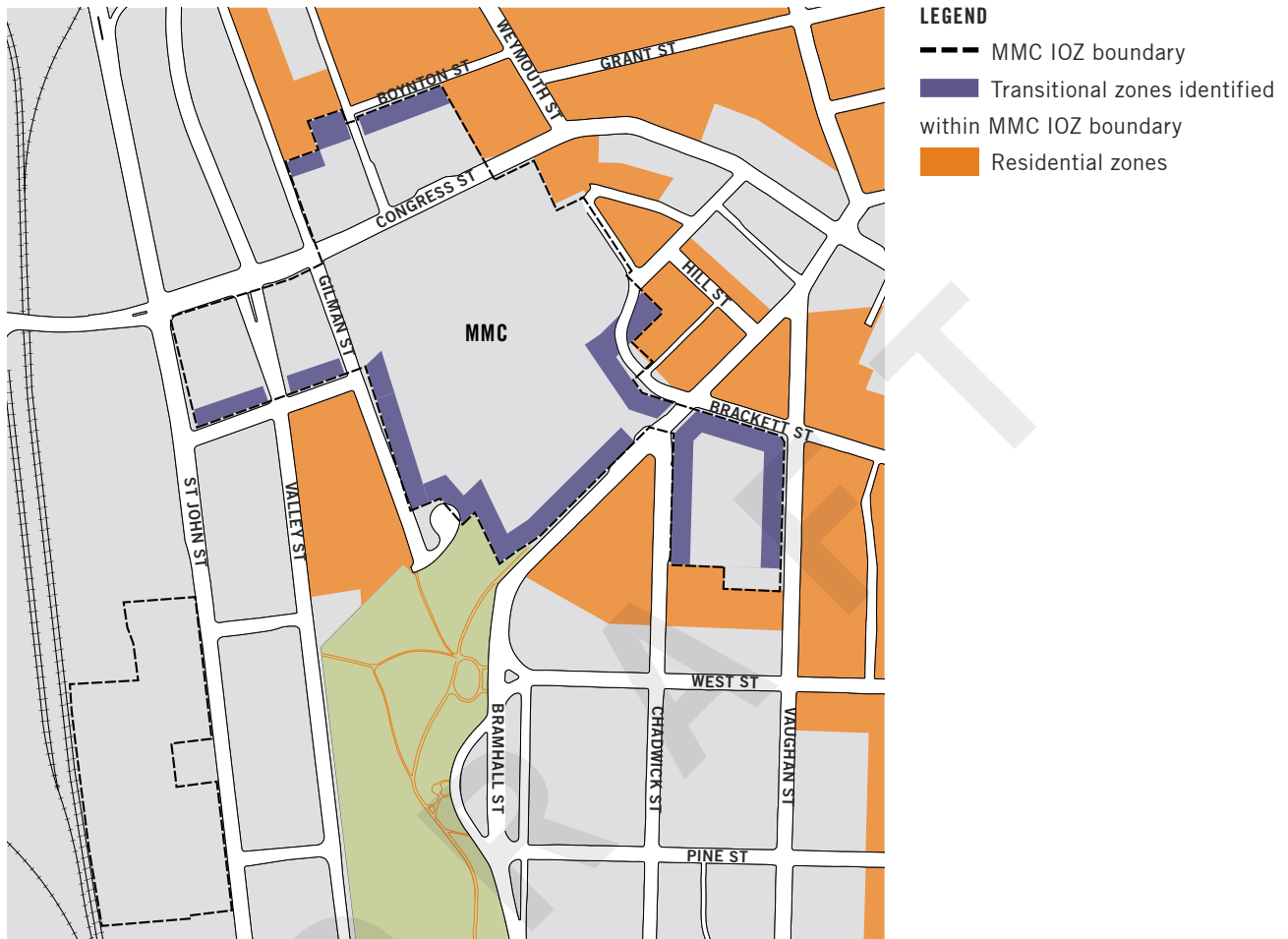
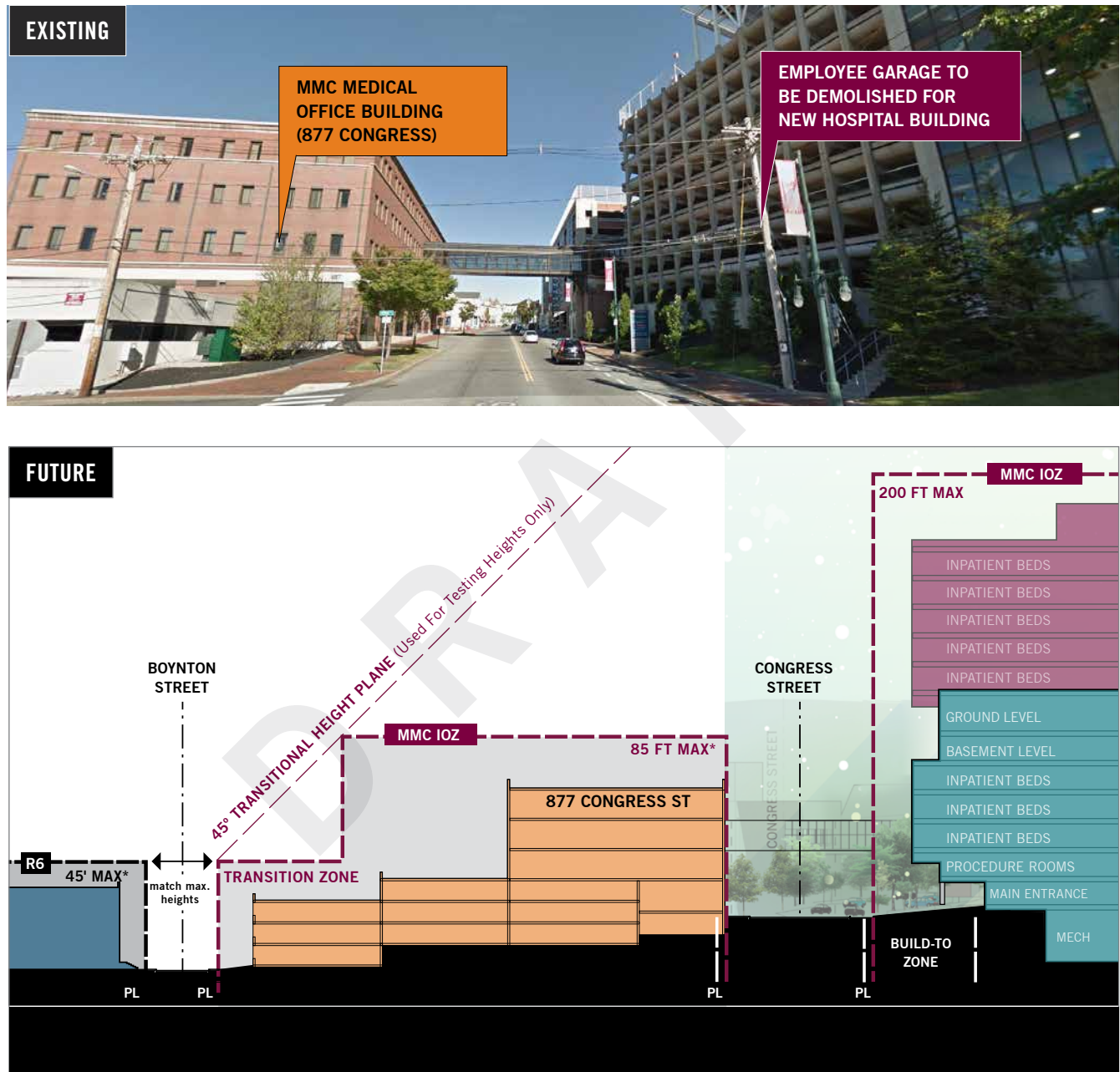
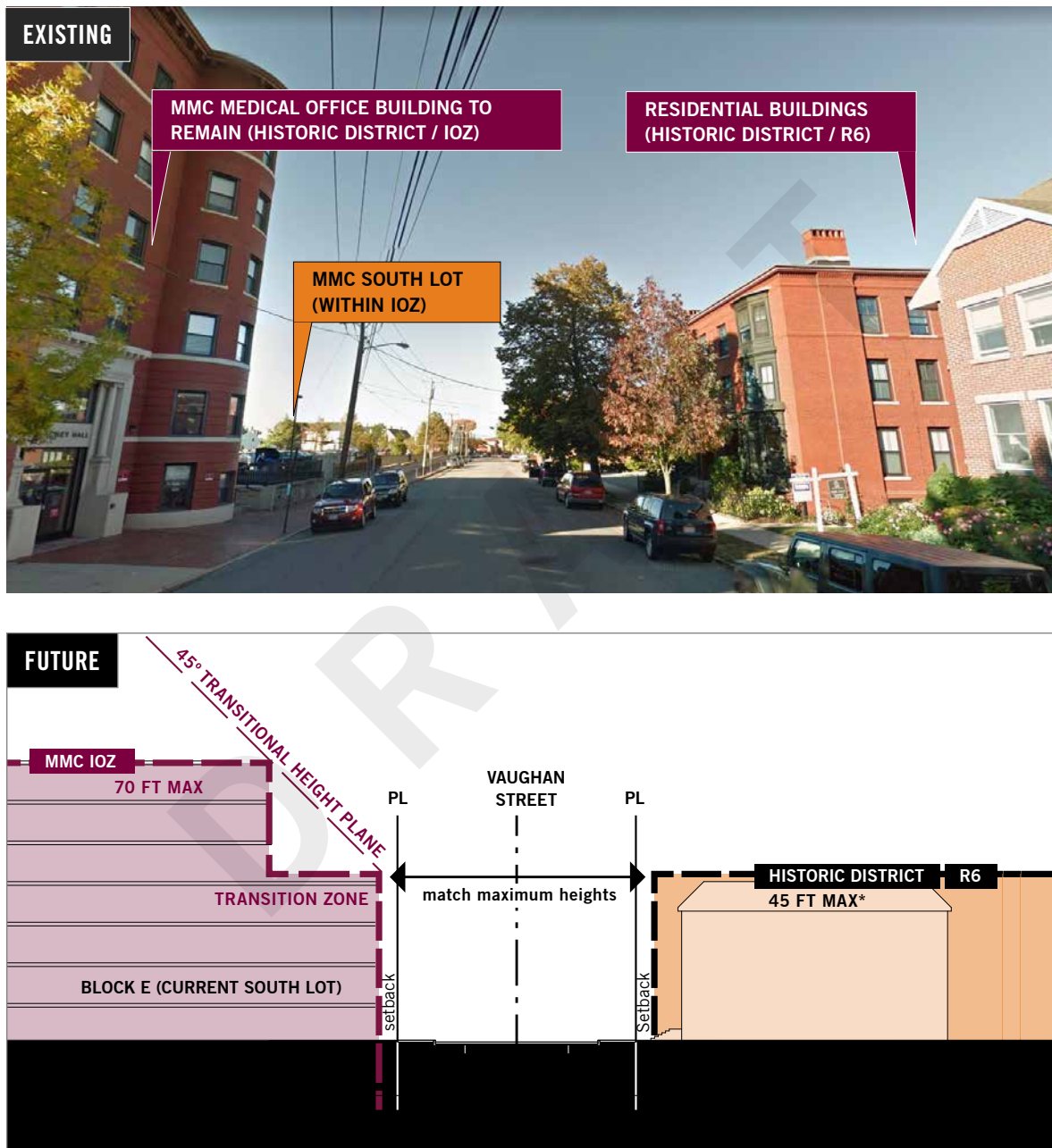


Fig.5.12 Cross-section illustrating height transition from MMC IOZ to Boynton St residential zone north of Congress St



* Average maximum height needed to provide a 75-ft / 6 story tall structure along Congress given changes in topography. See "Maximum Heights" on page 95 for details on methodology.

Fig.5.13 Cross-section illustrating height transition from future development Block E (South Lot) within the MMC IOZ to the West End Historic District on Vaughan Street



DESIGN GUIDELINES

MMC has collaborated with the City of Portland planning staff and sought input from its neighbors to create context-specific "Design Guidelines" for future development within the IOZ boundary. These Guidelines, which are outlined below, are informed by design best practices seen in Portland, and in and around urban hospitals across the US; from City staff recommendations; and from information presented by neighbors in the various public forums held by MMC. They are intended to assist future development in the IOZ to meet the goals and vision for the MMC campus and create context-sensitive buildings.

GENERAL GUIDELINES

MMC will follow these general guidelines for building design within the IOZ boundary:

1. New buildings will be designed to contribute to the campus vision and organizational goals identified in the Master Facility Plan and the Transportation Plan (see Chapters 2 and 3), and best practice design standards for healthcare.
2. The overall composition and experience of the campus will be considered for cohesive identity from approaches along Congress St and I-295.
3. Building entrances will be oriented toward, located adjacent to, or accessible from, a sidewalk in a public right-of-way to create a pedestrian-oriented environment.
4. Buildings designs will relate to and be compatible with the existing, or—in areas

of change—planned character of residential and commercial neighbors.

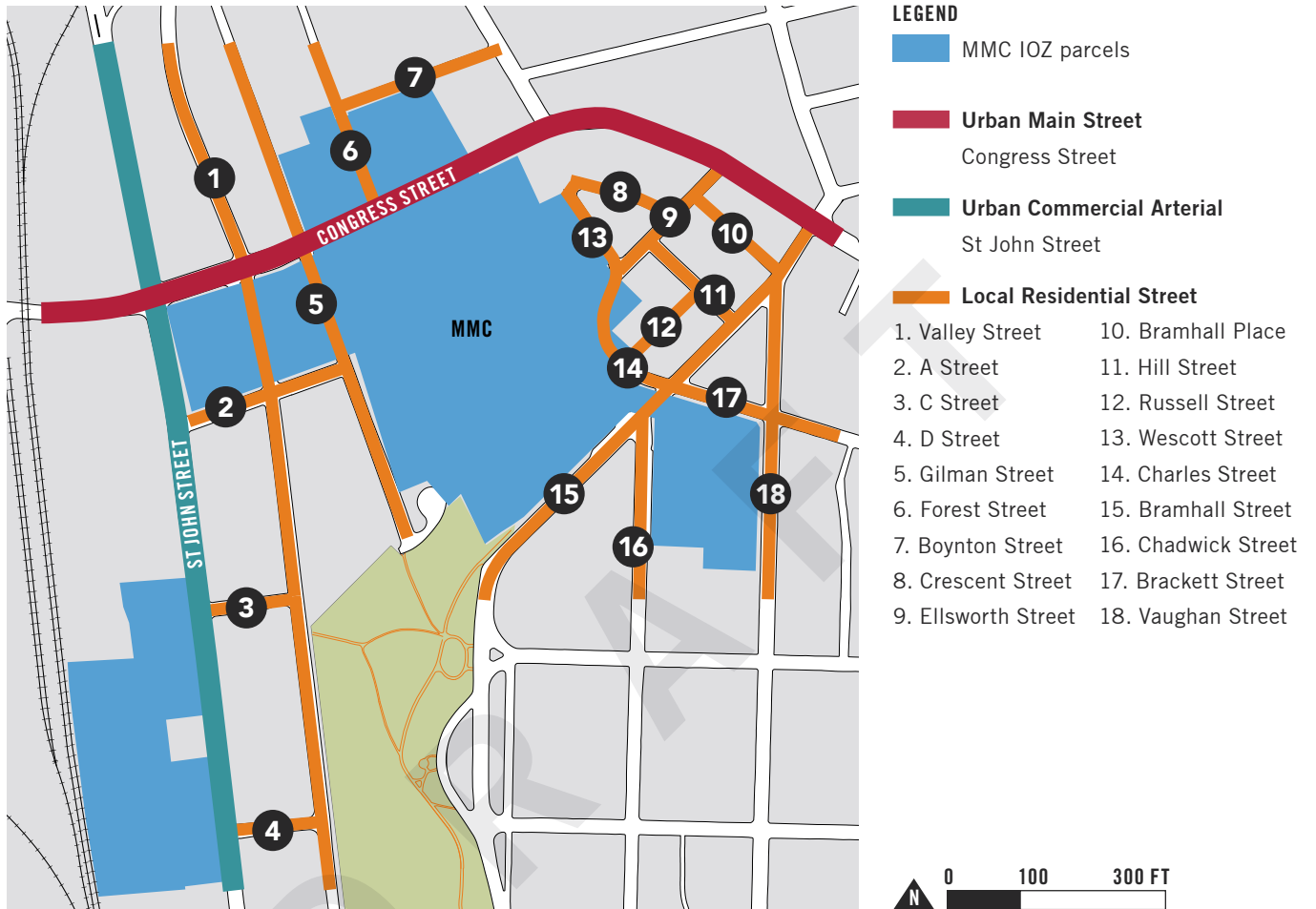
5. Façade materials of buildings will be of high quality, and contribute to an attractive public realm.
6. Rooftop appurtenances will be either screened from view, or integrated into the building design and will not be visible from the adjacent streetscape, Western Promenade, or the Congress Street approach. (The helipad is not considered a rooftop appurtenance).
7. Vibrant, contributing and sustainable active ground floors will be provided as possible to add activity and a sense of place to the priority node identified in the City's Comprehensive Plan.

BUILDING RELATIONSHIP TO PUBLIC STREET

In walkable urban environments, buildings are designed with pedestrian scale and uses in mind. Buildings contribute to the public realm through the siting and design of street-facing façades, and of lower floors that engage with street-level activity.

A building's relationship to a public street should be informed by the typology of that street, which in turn is defined by the character of existing or planned development lining the street. MMC has identified three distinct typologies of streets within the MMC's IOZ boundary (see **Fig.5.14 on page 107**). Design guidelines for future redevelopment along these street types are outlined below.

Fig.5.14 Typologies of Public Streets in and around MMC IOZ



1. Urban Main Street (Congress Street)

Congress St is considered by many to be Portland's "main street". The winding street is defined by "zero-lot line" developments that border the sidewalk, and a series of civic monuments and squares distributed along its length. The IDP planning process has identified an opportunity to extend this "main street" feel from the emergent Bramhall Square (at Bramhall and Congress Sts) all the way to the railroad crossing where Congress St emerges from the influence of the I-295 interchange. MMC aims to contribute positively to the regeneration of Congress St in this area by ensuring orderly redevelopment of abutting IOZ parcels.

MMC buildings abutting Congress Street will be designed to:

- provide urban-levels of density (3-6 floors)
- create an urban street wall that provides a sense of enclosure to the public realm;
- activate the public sidewalk with building entrances, lobbies, etc.;
- to the extent possible, given programmatic needs, provide visual interest and ensure pedestrian safety with views into and out of the building along the public sidewalk; and,
- to the extent possible, given programmatic needs, provide space for community-oriented uses such as services or retail that can be shared between MMC users, neighbors and the broader Portland community.

The topography and orientation of Congress Street in this zone, however, poses significant challenges to achieving some of these design goals. The steady, steep climb of Congress in this zone makes it impractical for large footprint buildings to align ground floor windows with the rising profile of the sidewalk (see **Fig.5.6 on page 98** for an analysis of building ground elevations). The east-west orientation of the street, combined with the more than 50-ft rise of Bramhall hill south of Congress, makes it challenging to provide an urban street wall that does not shade Congress Street for most of the time (see shadow studies on **page 112**). To the extent possible, MMC buildings will utilize the following design strategies to mitigate these conditions:

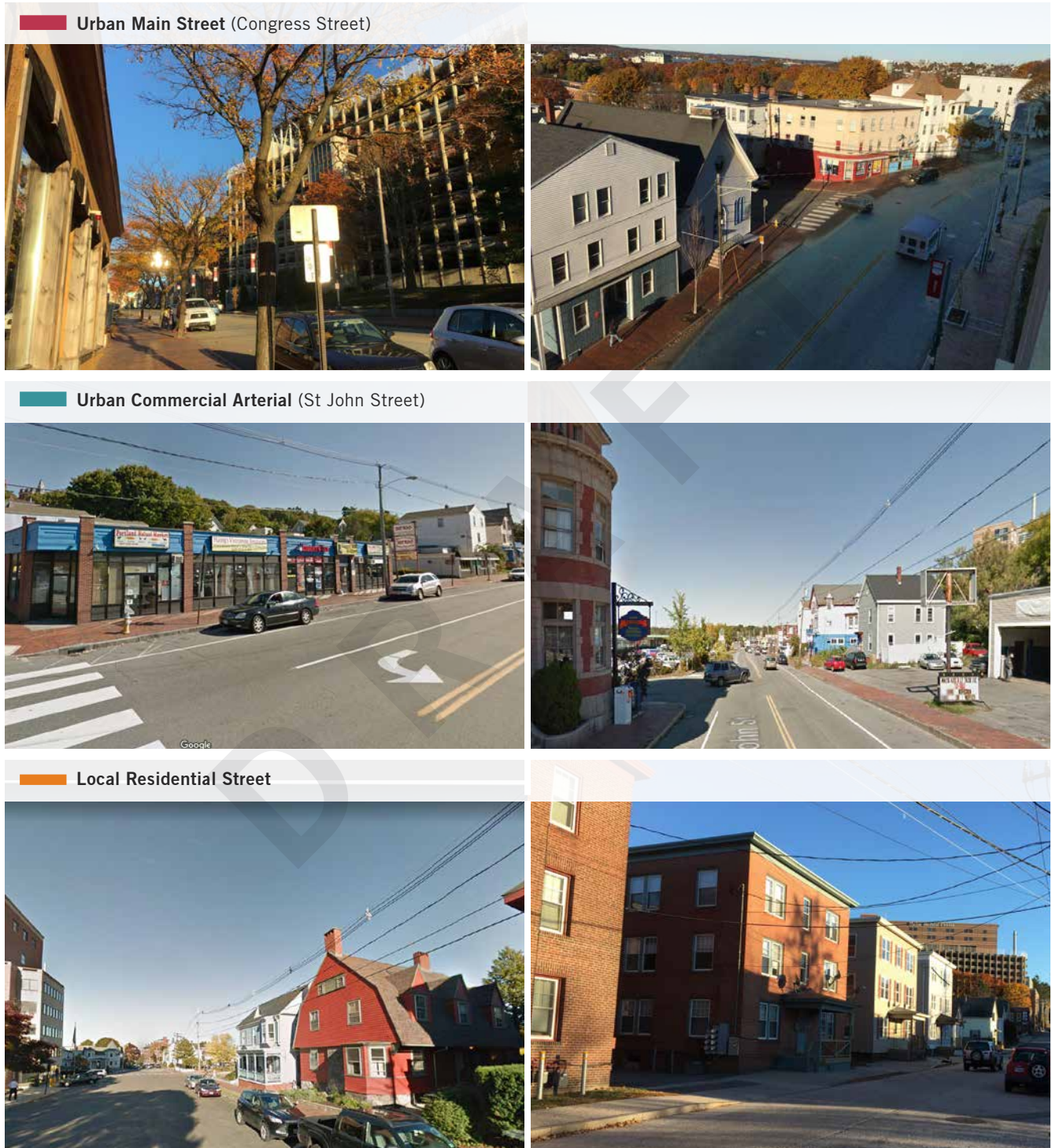
- providing elements of visual interest along any blank walls facing public streets, and,
- working with the City of Portland to ensure adequate lighting of public sidewalks to create a safe pedestrian experience.

MMC intends to employ slip-resistant surfaces such as concrete on campus-adjacent sidewalks for improved pedestrian safety.

2. Urban Commercial Arterial (St John Street)

St John St is a significant arterial linking vehicular traffic between I-295 / Park Drive / Congress Street to the north, and Veterans Memorial Bridge / W Commercial Street to the south. The commercially-zoned street is flanked by a wide variety of uses that hint at its railroad-era origins (warehouses and workers' homes) as well as its current-day arterial

Fig.5.15 Photographs illustrating existing character of streets in and around the MMC IOZ



use (strip centers and fast food restaurants). While it has some elements of a walkable street such as sidewalks and on-street parking, large stretches of the street prioritize the car with frequent curb-cuts, and street-facing parking lots.

MMC's IOZ boundary abuts St John Street between Congress and A Streets. MMC envisions this block to be redeveloped, in the long-term, in accordance with the Congress St design guidelines outlined on the previous pages. The new development will aim to provide architectural definition to the corner of Congress and St John Streets, and—to the extent possible—extend the character developed for the Congress St frontage along St John St.

3. Local Residential Street

The MMC IOZ boundary is crossed by and abuts a number of local streets that are lined with a wide variety of residential structures ranging from 3-4 story multi-family apartments on Boynton St to single-family mansions along the Western Promenade. During the IDP process, MMC has worked with the City of Portland planning staff, the Planning Board, and neighborhood representatives to identify a balanced approach to redevelopment along local streets that provides appropriate height transition from institutional to residential character. This approach is outlined in detail under "Transitional Zones" on page 102.

CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

MMC aims to create a safe environment for all in and around its campus. MMC will incorporate the following design strategies that have been demonstrated to deter crime:

- Providing a clean and aesthetically pleasing campus environment that is designed with vandal-resistant materials
- Providing clear and properly-sized signs in safe locations to ensure safe wayfinding
- Ensuring that paths from transit stops, bike storage areas, and parking areas to main pedestrian entrances are well-lit, with clear sight lines
- Designing street-level elevations to minimize potential hideouts
- To the extent possible, given clinical program demands, providing views in and out of building ground floors populated by users to serve as "eyes on the street"
- Generating foot traffic on public sidewalks with pedestrian entrances

MITIGATING IMPACTS THROUGH DESIGN

MMC is committed to addressing any perceived negative impacts that campus development may have on adjoining neighborhoods. This includes actions to mitigate impacts of daily campus operations, which are discussed under "Operational Sustainability" on page 86. A plan for mitigating construction impacts is outlined, along with a plan

for continuous neighborhood input and engagement, in the "Neighborhood Engagement" chapter on page 116. This section summarizes strategies that may be used, as appropriate, to minimize negative impacts of proposed new development.

Minimizing Shadow Impacts

In order to understand the potential shadow impact of proposed campus projects on surrounding properties, MMC has prepared detailed shadow studies during the Master Facility Planning process (see **Fig.5.16** through **Fig.5.19** on the following pages). The overall building heights were kept to a minimum to minimize shadow impacts in areas such as Congress St where street alignment and topographic changes contribute to longer shadows. The proposed Congress St Development (see "Short-Term Projects on page 40) was pulled back from the street to the extent possible to minimize this impact, while also providing a more generous public sidewalk that supports pedestrian activity in front of this new gateway structure.

Context-Sensitive Lighting Design

The location and context of buildings are considered in the design of artificial lighting for new development. While a majority of this work is completed later during the design process and presented during Site Plan review, MMC has already incorporated some preliminary concepts related to lighting intensity into its Master Facility Plan. A key example is the concept design for the Congress St Development, which is intended to animate the

Congress St frontage 24/7 with light emanating from its glazed circulation and waiting areas facing the street on the lower floors.

Mitigating Wind Impact

Upon final design of applicable site plans, MMC will consult with the City of Portland's Arborist to selectively determine the placement of trees or other landscape features on any new landscape areas to minimize any wind impacts created by the mass of new development.

Preserving and Enhancing Viewsheds

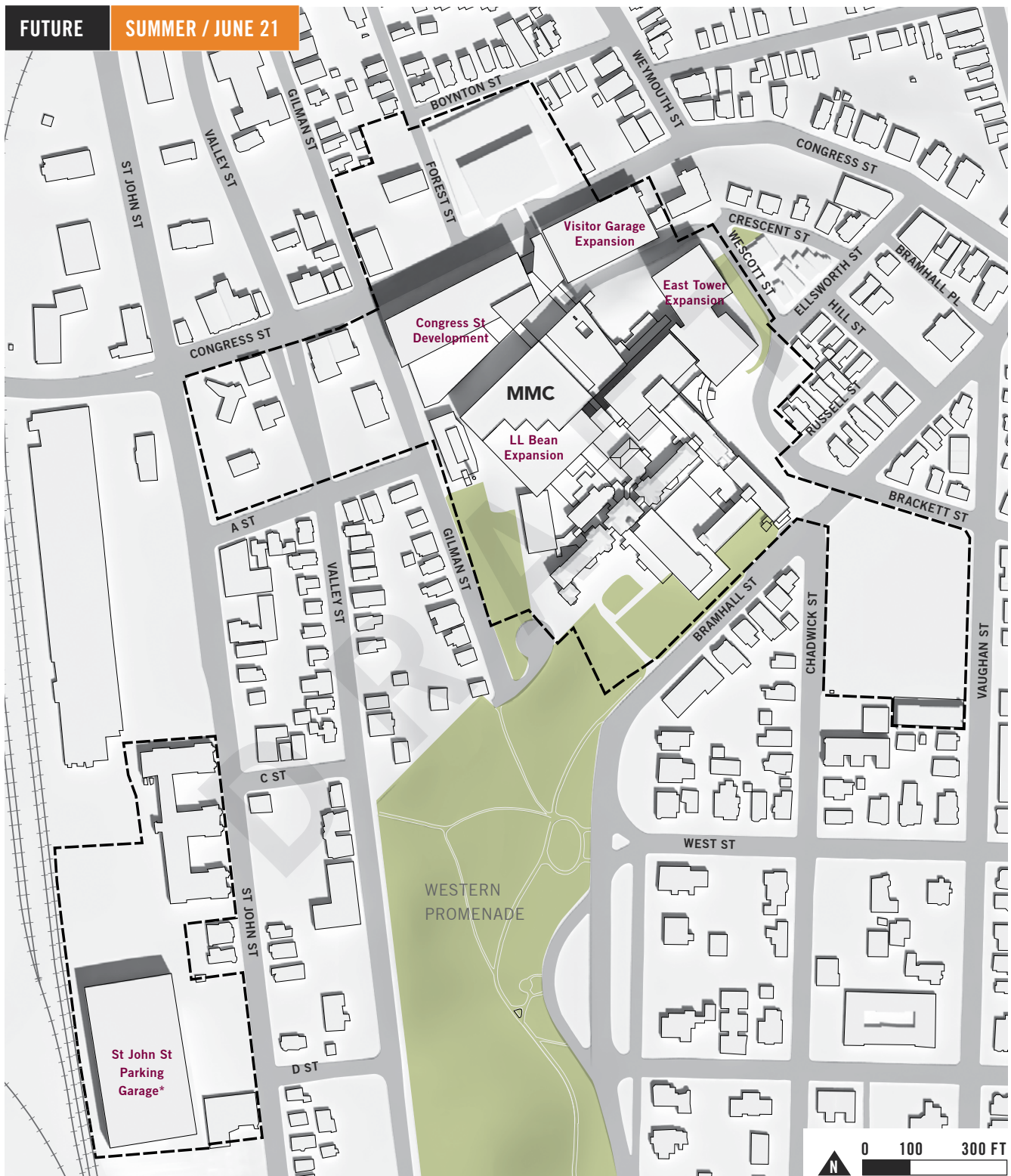
MMC understands the significance of historic and gateway viewsheds to the Portland community. The Maine General Hospital, a landmark civic building situated atop a hill, was designed to complement the sweeping views of the Fore River from the Western Promenade. Likewise, MMC will design new buildings along Congress St to provide an aesthetically pleasing gateway experience for all entering into the peninsula at this point.

MMC's embraces the historic Western Promenade as valuable open space amenity for campus users as well as the broader community. MMC aims to minimize obstructions to public views from the Western Promenade towards the White Mountains.

Fig.5.16 Computer-generated shadow study / Existing conditions on June 21, noon



Fig.5.17 Computer-generated shadow study / Proposed long-term projects on June 21, noon

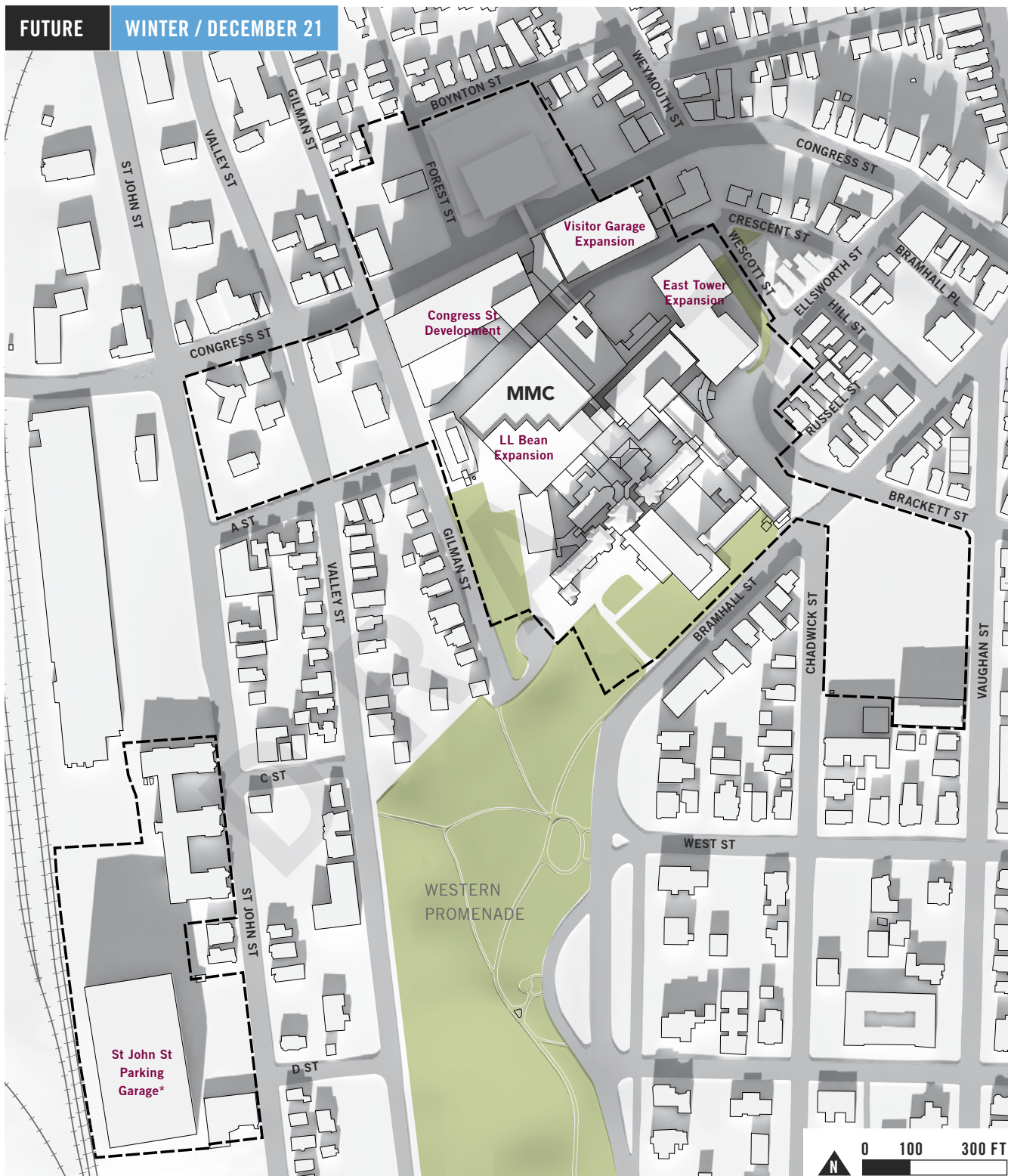


* NOTE: Exact garage location and footprint to be determined during detailed design.

Fig.5.18 Computer-generated shadow study / Existing conditions on December 21, noon



Fig.5.19 Computer-generated shadow study / Proposed long-term projects on December 21, noon



* NOTE: Exact garage location and footprint to be determined during detailed design.

NEIGHBORHOOD ENGAGEMENT

Maine Medical Center strives to be a good neighbor to surrounding communities. Ongoing dialogue and exchange of information and ideas is a core tenant of MMC's neighborhood engagement plan.



ONGOING COMMUNITY ENGAGEMENT

It is important for MMC, its neighbors and the City to maintain the dialogue that has been established during the development of MMC's IDP. As a result, MMC proposes the following ongoing community engagement to ensure the surrounding neighbors are kept apprised of MMC's future development plans, and to understand any neighborhood issues related to the operations of the MMC campus, the following engagement process shall be established:

- On a quarterly basis, MMC's Chief Operating Officer shall host a group meeting comprised of the following members:
 - » the President or Chair (or a designee of the same) of the following Neighborhood Associations: St John Valley, Western Promenade, West End, Parkside, and Libbytown
 - » The Director of Planning at the City of Portland, and,
 - » The District 2 Portland City Councilor
- The group shall develop a Charter by which these quarterly meetings shall be conducted and minutes shall be made of each meeting. The Charter and the minutes shall be delivered to the City's Neighborhood and Island Liaison within 30 days of their adoption.
- In addition, the group shall annually complete a "checklist of actions" to be addressed by the group and the completed checklist shall also be filed with the City's Neighborhood and Island Liaison.
- To further an open dialogue, MMC will engage neighbors in more routine dialogue during major planning efforts. These meeting invitations shall also be extended to the Director of Planning at the City of Portland and to the District 2 Councilor.
- During construction, MMC shall provide contact information for a designated community liaison on its website for day-to-day inquiries and comments. Inquiries and comments shall be logged by MMC and responses shall be provided by MMC in a timely fashion.
- MMC shall also employ social media to make information about a pending project readily available to the public. This shall include a dedicated website page and a dedicated email address for residents to ask questions, provide suggestions or voice concerns.
- Finally, MMC will set up a text alert system to notify any subscriber of advance construction impacts which may be necessary during construction.

CONSTRUCTION MANAGEMENT PRINCIPLES

The following section provides an overview of the construction management principles that MMC has identified to minimize impacts from noise, vibrations, ground movement, truck traffic, and other construction related factors to the surrounding buildings and communities. It is MMC's full intent to schedule and conduct operations in a manner that will minimize, to the extent feasible, the disturbance to the public in areas adjacent to the work and to occupants of buildings in the vicinity. MMC will adhere to the Construction Management Template requirements attached to the IDP as Appendix A.

COMMUNICATION INITIATIVES

MMC will provide a method of communication between City of Portland, Neighbors, and the construction team based on the anticipated impact of the construction project. For large construction projects, MMC will use its website, social media, and provide a dedicated email address to enable communication with its neighbors.

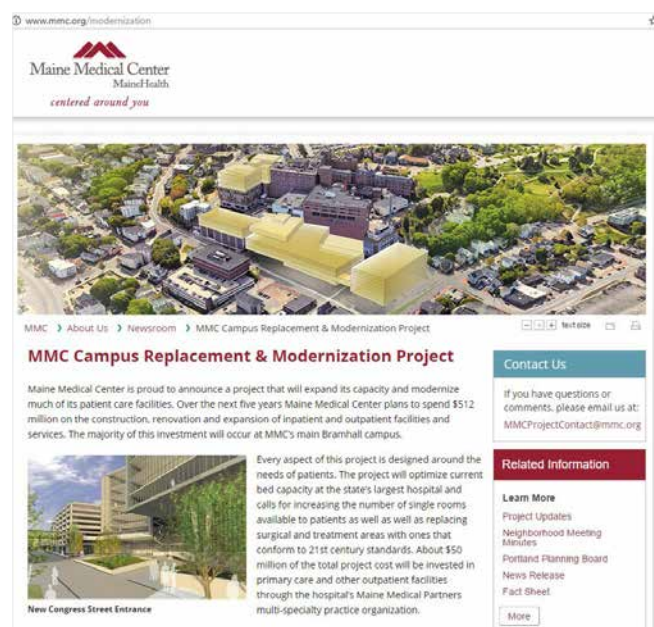
For short-term projects identified in the Master Facility Plan, MMC will implement a communication strategy using social media and texting to alert surrounding neighbors of activities that may cause disruption.

MMC has created a dedicated webpage on its website devoted to the short-term projects to inform the public of important information related to the Project (<http://www.mmc.org/modernization>).

Information and updates on the Project are regularly posted including project updates, neighborhood meeting minutes, Portland Planning Board information related to the project, news releases, fact sheets and frequently asked questions. As construction commences, important alerts regarding construction activity such as activities impacting roadways, potential creation of dust, vibration, or noise, etc. will also be posted. To the extent possible, MMC will provide two week advance notice of such activities.

MMC has created a dedicated email address that allows members of the public to ask questions and provide information. These emails will be answered

Fig.6.1 Screenshot of MMC Website dedicated to the Project at <http://www.mmc.org/modernization>.



in a timely fashion by the people directly involved in the construction activities.

Information about the construction project will be proactively shared on a regular basis for the duration of the project.

CONSTRUCTION SCHEDULE

MMC will provide an estimated project schedule at the beginning of a construction project and provide regular updates through-out construction. The frequency of construction schedule updates will be determined by the project's estimated impact on the surrounding area.

CONSTRUCTION MANAGEMENT PLAN

Prior to construction, MMC will develop comprehensive Logistics and Safety Program. Maintaining normal campus operations and public safety, and minimizing impacts to areas surrounding the campus, will be the primary considerations in this process. MMC will utilize the City's Construction Management Plan template to develop a Construction Management Plan that will be submitted with a Site Plan application.

PROJECT WORK HOURS

Construction work hours will be predetermined before the start of any construction project and limited in order to minimize impact on the areas surrounding campus and to complete the project expediently.

PUBLIC SAFETY AND ACCESS

Pedestrian walkways and business access will be clearly marked and maintained through-out the construction period.

In general, secured fencing will be used to isolate construction areas from pedestrian traffic and Police Details will be provided, when necessary, to facilitate traffic flow. MMC will work to ensure the sidewalk protection minimizes impact to pedestrian and vehicular flow. The specific configuration of sidewalk protection and pedestrian access around the site will vary depending on the phase of the work being performed. Construction procedures will be designed to meet all OSHA safety standards for specific site construction activities. MMC will provide sufficient temporary site lighting to ensure the safety of all pedestrians accessing the sidewalks around the site, including lighting at all covered pedestrian walkways, until permanent street lights are installed.

CONSTRUCTION NOISE IMPACTS

MMC is committed to mitigating construction noise impacts. Increased community sound levels, however, are an inherent consequence of construction activities. When these events are scheduled, advance notice will be provided.

CONSTRUCTION TRAFFIC AND PARKING IMPACTS

Construction Workers

For Short-Term Projects, the number of workers required during the construction will vary with an estimated average daily workforce of 150 during the peak of construction. Jobsite personnel shall park at an off-site parking area and will be shuttled to the construction site. MMC will work with the Construction Management Company to identify an off-site parking location and shuttle service. No personal vehicles will be allowed to park at the project construction site or in the adjacent residential streets. The construction company and its subcontractors shall encourage the use of public transportation by their workers, if available.

Truck Routes and Volumes

Truck routes shall be as far away as possible from residential and other sensitive uses.

MMC may install wayfinding signage at strategic locations identifying no travel zones for construction vehicles. Once at the site, all vehicles will be brought within the fence line and will make every attempt to avoid queueing on public roadways, unless during specific times, as addressed on the site logistics plans.

Construction Staging Areas

Construction staging areas shall be as far away as possible from residential and other sensitive uses.

CONSTRUCTION AIR QUALITY IMPACTS

To reduce emission of fugitive dust and minimize impacts on the local environment, MMC will adhere to a number of strictly enforced mitigation measures. These include the use of wetting agents to control and suppress dust; covering stock piles of soils and trucks transporting debris; managing construction practices to reduce unnecessary transfers of loose materials; periodic cleaning of streets and sidewalks; and, use of wheel wash stations.

IMPACT TO SURROUNDING BUILDINGS AND RESIDENCES

Foundation surveys of surroundings buildings and homes will be completed within a reasonable distance from the anticipated center of construction and in accordance with current regulations. The results of foundational surveys will be shared with the City of Portland and the property owner.

MMC COMMUNITY BENEFITS

MMC provides much to the City of Portland community including employing over 2,000 Portland Residents. These benefits are not only to our adjacent neighbors but also to the residents elsewhere in the City and the state of Maine.

SMOKING POLICY AND RELATED INITIATIVES

MMC, as a health care institution, understands that smoking is an addiction that has harmful effects—effects from directly inhaling nicotine, as well as the effects of second hand smoke. The effects are serious and can be life threatening. In order to advance its vision to make the people in Maine the healthiest in America, MMC, like other businesses in the City of Portland—including the City itself—has instituted a no smoking policy on its premises.

But the hospital also recognizes that addiction is difficult to overcome and the ability to quit smoking is often difficult. That is why MMC offers assistance to its employees, patients and visitors to quit smoking and to reduce and eliminate noxious fumes in the environment. MMC provides free smoking cessation classes to its employees. It offers free nicotine gum to visitors to the hospital in an effort to reduce the desire to smoke. MMC has conducted periodic "walk-about" in the neighborhood to talk with people about smoking and its health impacts.

Neighborhoods throughout the City all deal with unwanted smoke. MMC has heard the concerns of its neighbors relating to people walking on the public sidewalks in their neighborhoods while smoking.

Whether or not people smoking in MMC's adjacent neighborhoods are affiliated with the Hospital, MMC has taken significant measures to respond in a positive fashion to these concerns. MMC provides education about smoking and resources to assist in quitting (such as providing the hotline telephone number for the Center for Tobacco Independence). The Hospital has taken steps to alleviate the unsightliness of cigarette butts on public streets near its campus. As documented in its MMC Neighborhood Council Meeting minutes of June 23, 2016, MMC has purchased 30 "butt butlers" for use by the City in areas around the MMC main campus. In 2016, MMC and the neighbors collaboratively walked the neighborhood and identified areas for installation of the butt butlers.

At the request of the neighborhood representatives, MMC also modified its smoking policy as follows:

- Limits the distance from entrances within which individuals can smoke from 50 feet to 20 feet;
- Remove MMC Tobacco Free signs installed along the perimeter of the open "South Lot" (Bramhall, Chadwick, Vaughan, and Brackett Sts).
- Letter to employees sent by the MMC CEO and COO regarding these changes and the expectations for employees to abide by them
- MMC has hired a trash removal vendor to collect cigarette butts and trash in

the areas surrounding the hospital. This vendor provides such service between April 1 and first snow, on M, W, and F at 4–6 hours per day.

- MMC has a telephone line dedicated to the receipt of concerns from neighbors regarding MMC related events in their neighborhoods.

MMC is committed to its ongoing efforts to address this public health issue of tobacco use.

NEIGHBORHOOD GARDEN

The St John Valley Neighborhood (SVNA) requested the use of property owned by MMC at 268-270 Valley St. In an effort to respond to the neighbors, MMC contacted the City for guidance on how it permitted use of public property for such community gardens. MMC fashioned an agreement with SVNA which mimicked the Agreement used by the City for use of its land by gardening neighbors. As of June 2016 SVNA was looking into procuring insurance of the same type required by the City.

NEIGHBORHOOD CLEAN UP DAYS

MMC has sponsored neighborhood clean-up days in the past in an effort to partner with its adjacent Neighborhood Associations to beautify the neighborhood. It has supplied lunch, trash bags, gloves and water for those participating.

SNOW BAN PARKING

MMC allows its neighbors the use of its parking garage at 887 Congress St on those days when the City calls a snow ban.

CITY-WIDE BENEFITS

MMC is actively involved in giving back to the City of Portland. The following initiatives provide some examples of the actions undertaken by MMC to give back to the community.

- MMC-Preble St Learning Collaborative:
MMC nurse practitioners, primary care residents, medical students, and MMC Homeless Health Partners, have provided services to the most vulnerable underserved people in Portland, allowing them access to quality, barrier-free health care.
- Portland School Based Health Clinics
were successful due to the partnership between MMC and Portland Public Health.
- Portland School Athletic Contributions:
The Sports Medicine division at MMC's

Family Medicine Center provides physical exams and training room support for area school teams, marathons and other sports events.

- MMC RN Health Fairs: MMC RN's routinely hold community health fairs on MMC's time to benefit vulnerable populations. Locations of health fairs include: the Preble St Teen Center, Boys and Girl's Club of Portland, and the Florence House, a permanent shelter for chronically homeless women. The events are frequently accompanied by a collection of supplies.
- Sagamore Village Health Center: MMC has provided staff and support at the Sagamore Health Resource Center, a community-based nurse managed clinic that provided public health, primary care and mental health services to residents. MMC collaboration with the USM School of Nursing and Portland Housing Authority in providing these services. In addition to staff and administrative support, MMC provided direct financial support to the Health Clinic.
- MMC Care Partners: A "safety net" program designed to provide care for those who cannot afford commercial insurance but are not eligible for government programs. CarePartners provides administrative support to help serve the target population, including comprehensive eligibility assessment, care management, and access to low cost or free pharmaceuticals.
- Virology Treatment Center: A resource to patients and physicians caring for patients with HIV/AIDS; it also provides education and conducts clinical trials, including many that otherwise would not be available in the community.
- International Clinic: Provides services and healthcare education to immigrants and refugees from around the world who have settled in Portland.
- Northern New England Poison Center: MMC is the home of the NNEPC. The NNEPC provides a 24 x 7 hotline and chat service to provide 24 x 7 consultation with healthcare professionals and the public regarding accidental pediatric or geriatric poisonings, therapeutic errors and adverse effects/interactions, management of drug- or poison-related suicide attempts and substance abuse misadventures, environmental exposure, food poisoning and other toxic exposures. The Center also provides education for the public and healthcare professionals, including

school nurses and law enforcement, assists with preparedness and toxic-surveillance for events including food or water contamination/tampering, weapons of mass destruction, regional antidote management, and infectious disease.

- Sexual Assault Response Services of Maine (SARSSM): MMC, through its Emergency Department, teaches classes to support SARSSM. Emergency department members present at meetings and conferences in support of these services.
- The Maine Medical Center Research Institute (MMCRI) is the largest hospital-based biomedical research facility in northern New England. Many clinicians author scholarly work or participate in various studies and research activities, and the institute offers a summer student program. Residents and community members participate in clinical trials to manage and treat diseases and medical conditions, which would otherwise not be available in the community.
- MMC Classroom Facilities at the MMC Dana Center are used by health care mission focused community groups for meetings and educational sessions. Local Chapters of Alcoholics Anonymous, Al-Anon, the National Alliance for the

Mentally Ill and Take Off the Pounds Sensibly meet weekly at the Dana Center. HOPE Support Group, Making Strides against Breast Cancer, an Autism Parent Support Group, and Survivors of Suicide are some of the organizations that make use of MMC's facilities on a weekly basis throughout the year.

- MMC's Certified Nursing Assistant (CNA) Program: In affiliation with Portland Adult Education this program has graduated approximately 1,200 graduates to date. Offered 3 times a year at no charge to students, this state-approved 180-hour course incorporates experienced MMC nursing staff as faculty/mentors within classroom presentations, skills labs, and supervised clinical experiences. Clinical nurses and others throughout MMC instruct and mentor these student team members, highlighting MMC's belief in CNAs as integral to the comfort, care, and outcomes of our patients and services. An average of 75 participants attend per session. Near the end of this eleven-week program, students take the state certification examination during the course at no cost to the student.
- Medical Explorers: Provides opportunity for High School students to experience a combination of lecture, experiential learning, and hand-on skills practice.

MMC also offers summer internships and opportunities through the school year for High School students to meet, observe and interact with many disciplines in the medical profession.

- Doc for a Day: MMC provides students, chosen from underrepresented minority groups or educationally or economically disadvantaged backgrounds, an overview of what is involved in becoming a physician, and participate in hands on clinical activities in the simulation lab.
- Disaster Preparedness and Emergency Services: MMC is deeply involved in disaster planning at the local and State levels. It is one of three state Regional Resource Centers for Emergency Preparedness, and the hospital has a full-time Director of Emergency preparedness. Additionally, MMC is a member Southern Maine Regional Resource Center for Health Emergency Preparedness, which coordinates all Emergency Preparedness Activities of the Southern 4 Counties of Maine including: York, Cumberland, Sagadahoc and Lincoln. These Public Healthcare Emergency services include services and support to other local Hospitals and Medical Centers, Laboratories, Clinics and Ambulatory Centers, Assisted Living and Long Term

Care Facilities and Home Health Agencies in the greater Portland Community.

- Financial Support to Community Agencies: MMC supports financially and provides in kind services to various community agencies and sponsors events throughout the City, including the Heart Walk; American Cancer Society walk, Hospice of Southern Maine, Let's Go Program, Ronald McDonald House, March of Dimes and National Multiple Sclerosis Society. MMC and its employees participate in the United Way, which donations benefit numerous local agencies.

Fig.6.2 Photographs from Community Benefit Events Supported by MMC



The Annual Maine Children's Cancer Program (MCCP) Walk



Tobacco Cessation Program



Park Clean-Up

APPENDICES

Appendix A / Construction Management Plan Template

DRAFT

Appendix A: Construction Management Plan Template

*DRAFT 7-31-2017 General Construction
Management Plan Template*

Construction Management Plan General Template [Applicant and Project Name]

Construction Management Plans shall depict the overall planning, coordination, and control of a construction site, including phases as applicable, from beginning to completion. The City's goal for a construction management plan is to support a safe construction site and protect the public safety, accessibility (including preserving accessible pedestrian, bicycle, and vehicular modes of transport throughout the city), and welfare during construction. In addition, the construction management plan shall minimize construction impacts in their duration and magnitude to the surrounding area and develop an effective communication process for resolving concerns and conflicts.

The Construction Management Plan will be submitted as part of the Site Plan Review and it shall address the construction logistics for a project. The Construction Management Plan shall include the following submissions: 1) a construction management site plan, 2) a construction schedule (time frame); and 3) a written narrative addressing the categories below.

A. Construction Management Principles

The following narrative provides an overview of the construction management principles that the [Applicant and Contractor] has identified to minimize impacts from the construction, such as noise, vibrations, ground movement, truck traffic, and other construction related factors to the surrounding building and communities.

B. Development Review of Construction Management Plan

[Applicant and Contractor] shall submit a construction management plan that provides a comprehensive logistics and safety program for the construction project, which will be reviewed and approved as part of the site plan review process. The plan minimizing impacts to areas surrounding the building/construction site will be primary considerations in the process. The following details define the intended approach to the successful management of the project construction and the construction management plan will address the general conditions contained below.

C. Performance Guarantees, Inspection Fees, Preconstruction Meeting, and Permits

Prior to scheduling a preconstruction meeting and the issuance of any city required permits, [Applicant and Contractor] shall meet all of the requirements contained in Section 14-530. Development review fees and post approval requirements and 14-532. General requirements and enforcement of Portland's Land Use Code.

Other permits, as applicable, include

1. **Street Opening and Street Occupancy Permits:** Construction activity in the public right-of-way are controlled by Chapter 25 and sewer and stormwater system connections are controlled by Chapters 24 and 32 of the Land Use Code. All required permits shall be obtained through the Department of Public Works and the requests shall conform with the approved construction management plan.

2. **Blasting:** Blasting, if required, shall conform with all measures of Article VIII. Regulation of Explosives in the Land Use Code and Section 3.7 Standards for Blasting and Regulation of Explosives in Portland's Technical Manual.
3. **Building Code:** Employ the best practices, as applicable, of Chapter 33 Safeguards During Construction, from the 2009 International Building Code.

D. Construction Administration and Communication

[Applicant and Contractor] will work diligently to implement a communication strategy as outlined below. The communication strategy is intended to ensure that all construction operations are performed in accordance with all agreements, ordinances and special permits applicable to this project. The Construction Manager will work closely with adjacent abutters, businesses and all parties informed, as far in advance as possible, of scheduled work, particularly work anticipated to cause significant noise, vibrations, or dust. The final construction management plan shall provide for the following:

1. Contact Person and contact information for the [applicant and contractor] and who is available 24 hours
2. Construction Signage posted on the site with Contact Information for Contractor
3. Describe any additional communication strategies
4. All construction site signage is temporary and shall be removed at project completion.

E. Construction Schedule

1. The contractor shall submit a schedule or time line for the construction project, including any Phasing.
2. Hours of Construction. Construction may occur during the daytime hours as defined in Section 17-18. Construction Activities for Building permit ([Attachment 1](#)) and Section 25-129. Noise, dust and debris ([Attachment 2](#)).
3. Extended Hours or Night Work: Pursuant to Section 17-18, this section not apply to emergency utility work or "Situations where the public works authority or the office of building inspections determines that the construction activity is of a unique character which cannot reasonably be completed or performed during the permitted hours and which is not of a recurring nature, provided that prior to engaging in such activity the contractor or his representatives gives notice of the time and scope of such proposed activity, the notice to be given in a manner approved by the public works authority."
4. Material Deliveries: Schedule and designated location for delivery of materials and boxed goods.

F. Security & Public Safety

1. The Construction Management Plan will depict all proposed fencing or other barriers and access gates (with knox locking devices) with the intent of separating pedestrian and vehicle circulation from the construction site.
2. Structures undergoing construction, alteration, or demolition operations, including those in underground locations, shall comply with NFPA 1 Chapter 16. *Safeguarding Construction, Alteration, and Demolition Operations*.
3. Fire Safety Program. An overall construction of demolition fire safety program shall be developed. Essential items to be emphasized include the following:
 - Good Housekeeping
 - On-site security

- Installation of new fire protection systems as construction progresses
 - Preservation of existing systems during demolition
 - Organization and training of an on-site fire brigade
 - Development of a pre-fire plan with the local fire department
 - Rapid communication
 - Consideration of special hazards resulting from previous occupancies
 - Protection of existing structures and equipment from exposure fires resulting from construction, alteration, and demolition operations
4. Blasting, if required, shall conform with all measures of Article VIII. Regulation of Explosives in the Land Use Code and Section 3.7 Standards for Blasting and Regulation of Explosives in Portland's Technical Manual.
 5. Any proposed temporary security lighting shall be shown on CMP and all fixtures shall be full cutoffs.

G. Construction Permitting and Traffic Control Plans

1. Construction Activity in Public Streets: Construction activity in the public right-of-way is controlled by Chapter 25 Article VII of the City Code of Ordinances. Required licenses and permits, restrictions on activity, and fees & area are outlined in that Chapter. Rules and Regulations for Excavation Activity are available through the Street Opening Clerk at the Department of Public Works. At no time can construction activity including delivery vehicles close or block streets or affect public safety access without prior notice and approval of the Department of Public Works.
2. Sewer and Stormwater: Sewer and stormwater water system connections are controlled by Chapters 24 and 32 of the City Code of Ordinance. Required permits for new connections and/or abandonment of existing connections are available through the Street Opening Clerk at the Department of Public Works. Rules and Regulations for these utility systems are available through the City Engineer's office of the Department of Public Works and in Section II of the Technical Manual.
3. Traffic Control Plans: Construction activity that impacts the existing public street system must be controlled to protect the safety of the construction workers and all modes of the traveling public. Projects that will occur along arterial and or collector streets are required to submit a satisfactory 'maintenance of traffic' (MOT) plan prior to any site plan, subdivision, or street opening permit approval. MOT plans may be required for projects that have impacts on local streets.

Maintenance of Traffic (MOT) plans shall provide for the safe passage of the public through or along the construction work zone. On a case-by-case basis, applicants may be allowed to close a street and/or detour a mode of traffic when absolutely necessary for safety. MOT plans shall employ the appropriate techniques and devices as called for in the latest edition of the Manual on Uniform Traffic Control Devices (MUTCD). In addition:

- Construction speed signing may be used as needed to slow traffic
- Traffic Control signs shall not be placed where they are an obstruction to bicycles or pedestrians.
- In extreme situations, flaggers may be required.

- Police detail is required at lighted intersections and may be requested by the City's transportation engineer or his designee.

All existing modes of travel in work zone area shall be accommodated if impacted by the activity. The safe passage of pedestrians, bicyclists, transit providers, and motorists are of equal importance when planning out the work zone; no pre-existing travel mode may be eliminated without the express approval of the Department of Public Works. The MOT should also address on-street parking impacts, including deliveries and parking for adjoining businesses and property owners, analysis of roadway capacity or diversion capacity if street closure or change to roadway capacity is required, and coordination with other on-going or future construction or utility projects in the vicinity.

- Traffic control bicycle and pedestrian facilities or routes through work zones shall be maintained until the bicycle and pedestrian facilities or routes are ready for safe operation. Traffic control will not be removed to allow auto travel at the expense of bicycle and pedestrians.
- Barrier systems utilized to separate the construction activity from the public street and /or sidewalk shall not inhibit sight distances, particularly for visibility of pedestrians and bicyclists.
- ADA compliance shall be maintained.

Use of public parking spaces or the blockage of any portion of sidewalk for the purpose of construction activity shall require an occupancy permit and appropriate fee as assessed by the Department of Public Works.

H. Site Management and Controls

The final Construction Management Plan will address maintaining the site in a safe condition and will include the following:

1. Regular trash and debris removal
2. Street cleaning and damage controls
3. Dust controls- The construction shall comply with Portland's requirements under Section 25-129 on Noise, dust and debris (Attachment 2).
4. Noise: The construction shall comply with Portland's requirements under Section 17-18 of the City Code (Attachment 1) and Section 25-129 on Noise, dust and debris (Attachment 2).
5. Rodent Control will be provided, if applicable, by a professional exterminator and consistent with Chapter 22 of the City Code.
6. Snow Removal: Pursuant to Section 25-173 Contractors to ensure a safe means of travel within the work zone.
 - 1) Snow/ice removal or commence automatically from (1" of snow and up) or Ice
 - 2) Remove snow as needed within the work zone, including parking spaces & not to block any driveways or site lines with the piles of snow.
 - 3) Clear all walks & ramps with the work zone
 - 4) Sand or Salt as needed
 - 5) Clear all basin or drainage to help snow melt
 - 6) This would include Monday-Friday Sat/Sunday/Holidays

I. Erosion Control and Preservation of Trees

1. The [contractor] shall install all erosion and sedimentation controls as depicted on the approved erosion and sedimentation control plan prior to the pre-construction meeting for inspection by the City. The contractor shall regularly inspect the control measures, no less than weekly and after significant storm events, and maintain any installed temporary or permanent stormwater management systems in working order. The contractor shall document all inspection activities and corrective actions and be prepared to provide these documents for inspection by the City, Maine Department of Environmental Protection or the U.S. Environmental Protection Agency upon request.
2. The [contractor] shall maintain all tree and landscaping preservation measures as depicted on the landscaping plan (Exhibit) within the area of construction.
3. The storage of materials shall be identified and avoid being located under/near trees.

J. Construction Staging Area

1. The Construction Management Plan shall depict location of the material staging areas, the location on onsite temporary construction trailers, the location on onsite truck delivery holding areas, the location onsite truck washing stations, masonry mixing stations, the general location of the construction security fence and the general location of temporary construction dumpsters. An open storage areas shall be shown on the plan.
2. Delivery Truck Holding Areas On-Site: The delivery holding area shall be shown on the plan and shall not be blocked during construction. On days when the construction activities require multiple truck deliveries, these deliveries will be carefully scheduled so that there is always adequate on-site area for the holding of the trucks until they can be unloaded. Once at the site all vehicles will be brought within the fence line and will make every attempt to avoid queueing on public streets.
3. Delivery Truck Holding Areas Off-Site: In the event that adequate on-site area for holding of trucks is not available, an off-site marshalling area will be utilized for trucking. The designated off-site location will be identified in the construction management plan.

K. Parking During Construction

1. Construction Parking: Adequate parking for construction workers shall be provided on site or arrangements for off-street parking at an off-site location shall be provided. The parking arrangements shall be included in the construction management plan.
2. Parking: Where existing facilities are remaining in operation during construction, the construction management plan shall identify how the parking for employees and others shall be managed.
3. Truck Routes and Volumes: The Construction Management Plan shall address the designated truck routes and expected truck volumes.

L. Special Measures as Necessary

For construction work that will take place over a long period (e.g. 12 months or more), involve major demolition/ deep excavation/ piling and/or special construction techniques, or are located near sensitive uses (e.g. medical care facilities, schools), the Construction Management Plan should provide details and demonstrate that all appropriate special measures have been taken to avoid, minimize, or possibly compensate for potential impacts. This may include taking baseline measurements before construction, such as arranging to

photograph the foundations of nearby properties upon consent of the owners, in order to assess any future impacts of vibration, noise, etc.

DRAFT



Institutional Overlay Zone (IOZ) Regulatory Framework

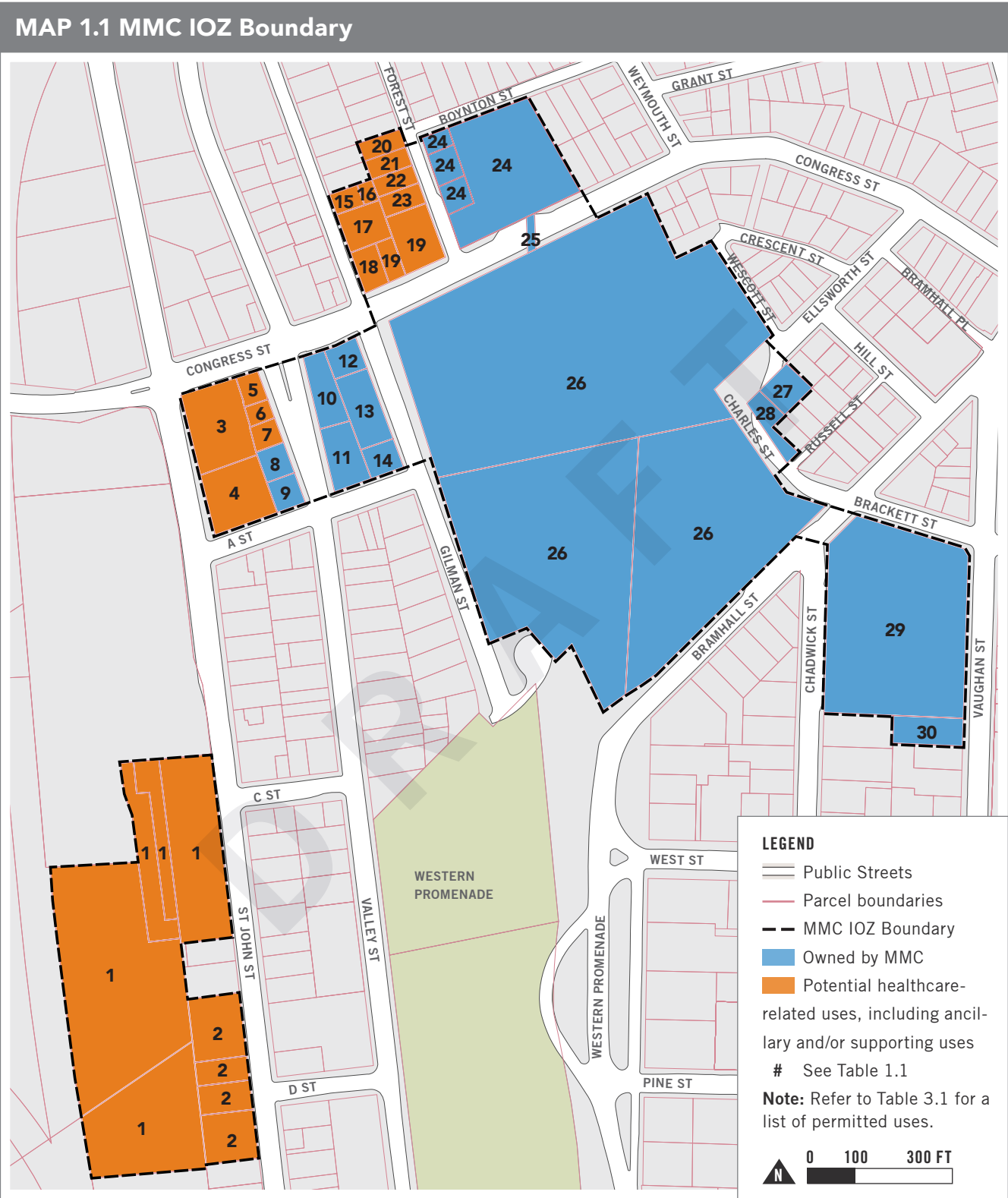
FINAL DRAFT / August 8, 2017

Submitted to the City of Portland for Planning Board Review

APPLICABILITY

All development proposed by Maine Medical Center (MMC) within the boundary of the Institutional Overlay Zone (IOZ) shall be consistent with the approved Institutional Development Plan (IDP), consistent with the Comprehensive Plan, and meet applicable standards of the land use code, unless such standards are superseded by the following Regulatory Framework. This Regulatory Framework shall govern future development by MMC within the IOZ unless amended by the Portland City Council upon formal application of MMC.

1. BOUNDARY



1. BOUNDARY

TABLE 1.1 List of Properties Included in the MMC IOZ

Map#	Legal Description	Address	Acreage	Ownership
1	64-A-2-8-9-11 74-A-7 / 75-A-6	222 St John St	4.6516	Owned by others
2	68-D-1-3-13-14-16	180 St John St	0.9494	Owned by others
3	65-G-1	950 Congress St	0.4628	Owned by others
4	64-B-1	275 St John St	0.4163	Owned by others
5	65-G-2	942 Congress St	0.0659	Owned by others
6	65-G-3	940 Congress St	0.0482	Owned by others
7	65-G-4	274 Valley St	0.0667	Owned by others
8	65-G-5	268-270 Valley St	0.0978	MMC
9	64-B-2	262-266 Valley St	0.0895	MMC
10	65-H-1	932 Congress St	0.1864	MMC
11	65-H-9	261 Valley St	0.2185	MMC
12	65-H-2	930 Congress St	0.1040	MMC
13	65-H-5	52 Gilman St	0.2384	MMC
14	65-H-8	44 Gilman St	0.1128	MMC
15	65-E-22	85 Gilman St	0.0565	Owned by others
16	65-E-32	85 Gilman St	0.0282	Owned by others
17	65-E-24	81 Gilman St	0.1653	Owned by others
18	65-E-28	919 Congress St	0.1059	Owned by others
19	65-E-29-30	909 Congress St	0.3233	Owned by others
20	65-E-19	22 Forest St	0.0826	Owned by others
21	65-E-21	18 Forest St	0.0831	Owned by others
22	65-E-23	14 Forest St	0.0826	Owned by others
23	65-E-25	12 Forest St	0.0883	Owned by others
24	53-I-1-2-3-12	887 Congress St	1.3400	MMC
25	53-X-1	Congress St Air Rights and Pedestrian Walkway	---	MMC
26	53-D-7 54-H-1 64-C-1	22 Bramhall St	12.563	MMC
27	54-C-6	34 Ellsworth St	0.1341	MMC
28	54-C-10	40 Ellsworth St	0.1155	MMC
29	54-I-1	308 Brackett St	2.5200	MMC
30	63-B-8	214 Vaughan St	0.1983	MMC

Notes:

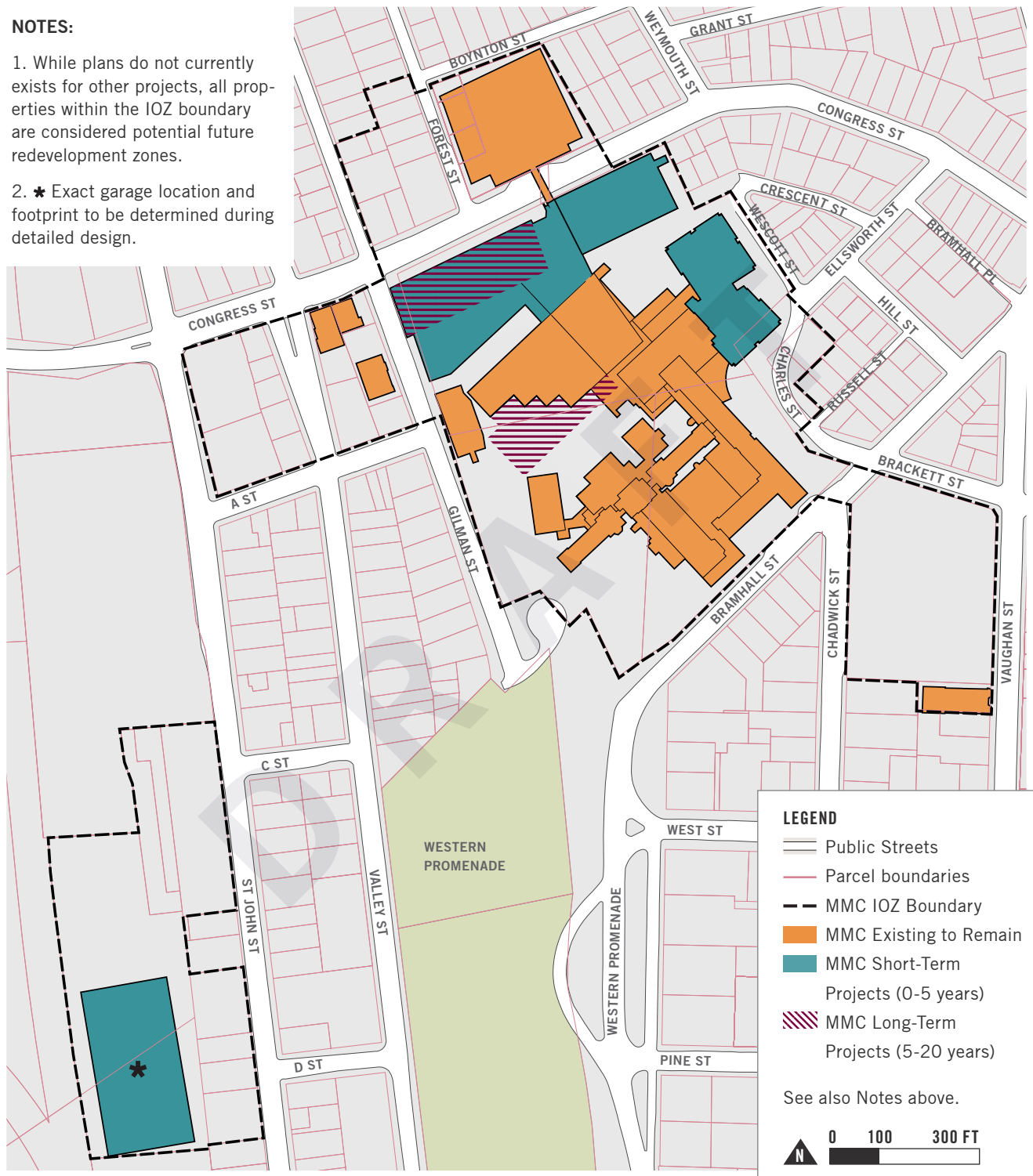
1. Properties owned by MMC are listed under MMC or MMC Realty Corp.
2. MMC will not extend its functionally related hospital operations beyond the boundary of the IOZ without further amendment to the IOZ and IDP. A functional relationship is defined as uses or activities that are integrally linked to the day-to-day operations of the MMC Bramhall Campus, without which activity MMC would be severely limited in one or more services.

2. PHASING AND SCHEDULES

MAP 2.1 MMC Development Phasing Plan

NOTES:

1. While plans do not currently exist for other projects, all properties within the IOZ boundary are considered potential future redevelopment zones.
2. * Exact garage location and footprint to be determined during detailed design.



2. PHASING AND SCHEDULES

TABLE 2.1 Thresholds for Plan Monitoring

Element	Monitoring Report Schedule
MMC Institutional Development Plan (IDP)	Five (5) years from the date of IDP approval. Monitoring reports shall include a summary of progress on IDP implementation and of acquisitions and divestment since the date of IDP approval. At the time of submission of the Monitoring Report, MMC shall identify any updates to the IDP, which may result from updated Master Planning, changes in baseline information, changes in the adjacent neighborhoods which affect MMC, to allow the IDP to remain current. Updates to the IDP shall not require approval by the Planning Board, but any material change to the IDP required for future site plans will be submitted to the Planning Board simultaneous with site plan application in the form of an amendment to the IDP.
MMC Transportation Demand Management (TDM) Plan	Every two (2) years from the date of TDM Plan approval. TDM monitoring reports shall include a summary of progress toward targets established in the TDM Plan.

3. USES

TABLE 3.1 List of Uses Permitted by Right within the IOZ	
In addition to the uses permitted in the underlying zone, the following uses are permitted as a matter of right.	
Healthcare facilities including but not limited to the following ancillary and/or supporting uses: • Hospital • Medical Office / Clinic • Laboratory Center / Services • Research and Development (R&D) Laboratory or Facility • Educational Facility / Conference Center • Administrative / Business Office • Accessory Service or Trade Uses • Guest House • Multi-family Housing for Healthcare Staff and Students • Rehab / Skilled Nursing Facility	• Retail Facility • Restaurant / Cafe • Employee Service Amenities • Day Care Center • Fitness Center or Gymnasium • Parking Lot • Parking Garage • Bicycle Storage • Heliport • Antenna Station

A. Mixed Uses: In recognition that Maine Medical Center is part of a mixed-use area of the City, with important existing services and businesses that serve the local and wider community, healthcare facility development fronting onto Congress Street and St. John Street shall activate the public realm, to the extent able, with uses such as service and retail/restaurant, landscaping, active building entrances, pocket parks, etc, on the ground or other publicly accessible level, consistent with the design intent contained in the approved Institutional Development Plan. Such uses, where constructed or facilitated as part of a healthcare related development, are expressly permitted whether ancillary or supporting the healthcare facility or not, and shall be open and welcoming to the general public in addition to employees or visitors of Maine Medical Center.

4. DIMENSIONAL REQUIREMENTS

TABLE 4.1 Dimensional Requirements

Max. Building Heights	Max. building heights for new buildings within the IOZ shall be governed by Map 4.1, or by the Transition Zones clause of this table (see below) for those buildings located in Transition Zones. Refer to IDP “Chapter 5. Design” for methodology on determining heights.
Minimum Building Heights	Three stories, except in transition zones, where the minimum building height shall be two stories. Minimum building heights shall not apply to building awnings, associated kiosks, pavilions or similar building components.
Floor-Area-Ratio	None
Minimum Building Setbacks	Minimum building setbacks shall be governed by Map 4.3. Additional requirements are listed in the Transition Zones and Congress Street Build-to-Zone sections of this table.
Congress Street Build-to-Zone*	A Build-to-Zone is identified for some properties that abut Congress Street. See Map 4.3 for the location of Build-to-Zone. i. The Congress Street Build-to-Zone extends between 0 to 40 feet from the right-of-way boundary. ii. Buildings located in these parcels must have a minimum of 70% of the façade facing Congress Street located within the Build-to-Zone.
Transition Zones	Transition zones are identified inside the IOZ boundary in areas where the IOZ abuts or is located across a public right-of-way from a residential zone or a historic-designated district. See Map 4.2. for location of transition zones. i. Transition zones shall extend 50 feet into the parcel from the parcel boundary. ii. Transition zones that abut a Residential zone with an intervening public right-of-way that is not an alley shall have a max. height limit that matches the max. height permitted within that Residential zone. iii. In areas where the IOZ abuts a Residential zone without an intervening public right of way or an alley, minimum side and rear yard requirements of the abutting Residential zone apply within the IOZ boundary.

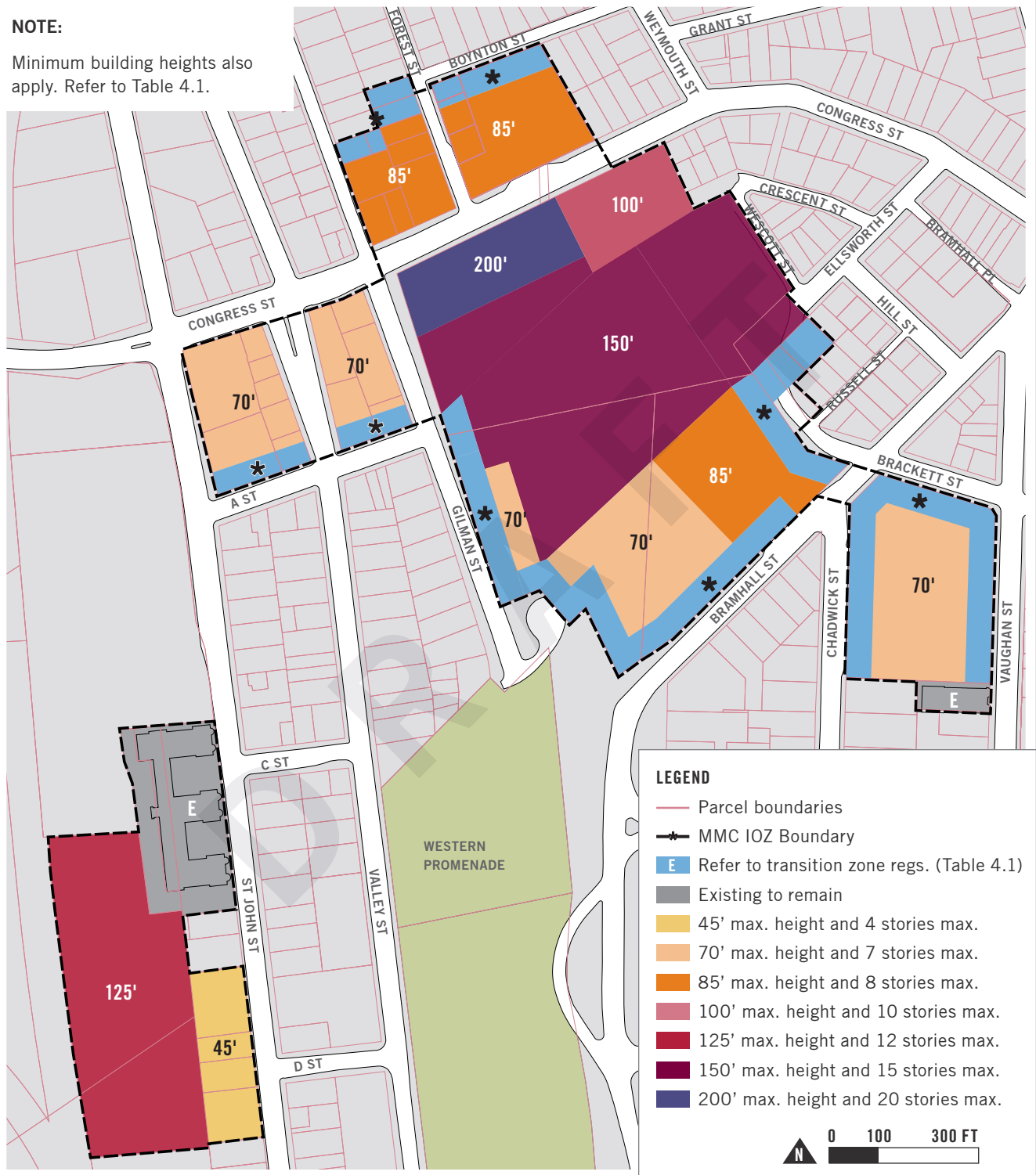
***A "build-to zone" is the area on the lot where all or a portion of the street-facing building facade must be located, measured as a minimum and max. yard (setback) range from the public right-of-way boundary.**

4. DIMENSIONAL REQUIREMENTS

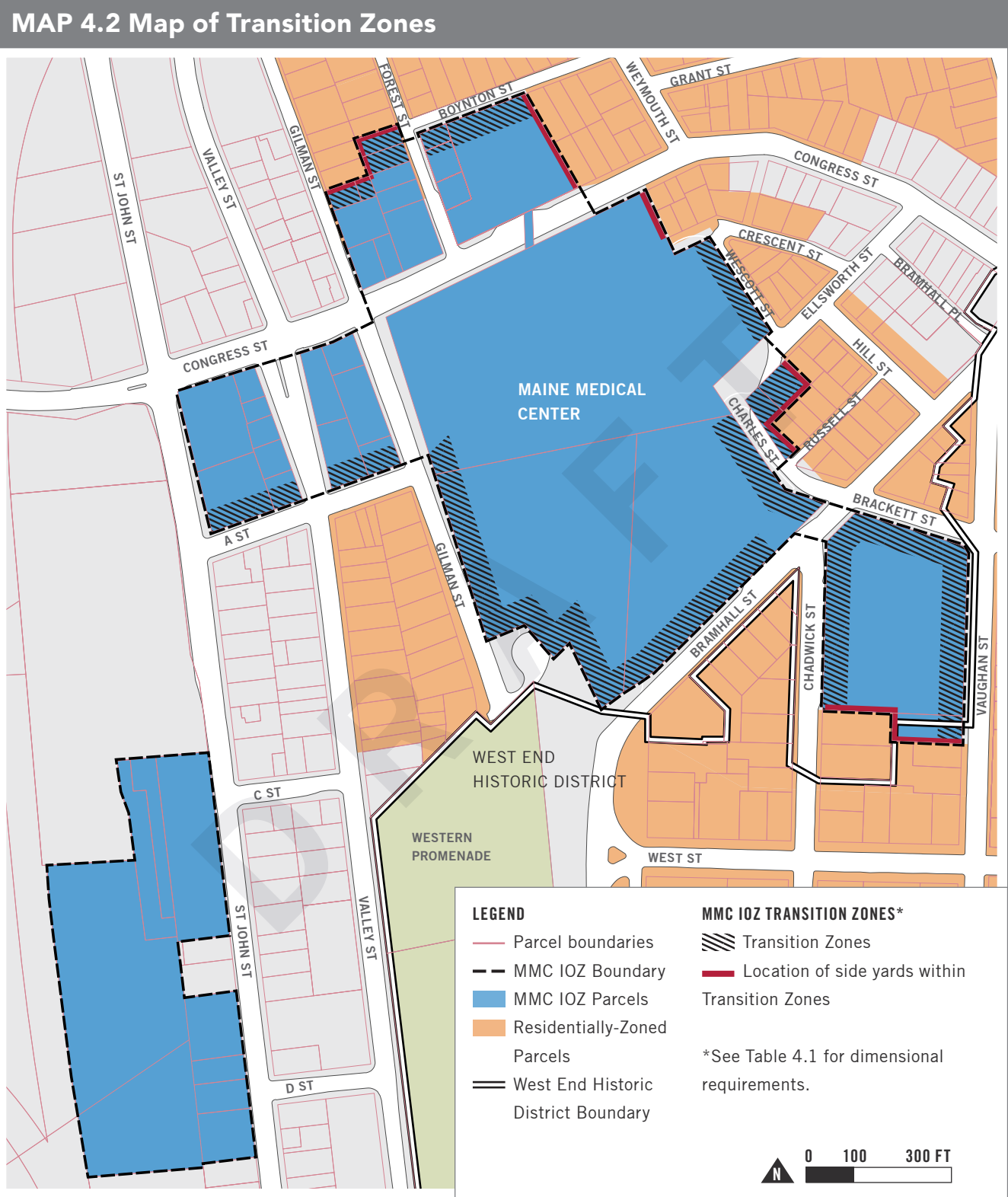
MAP 4.1 Max. Building Heights

NOTE:

Minimum building heights also apply. Refer to Table 4.1.

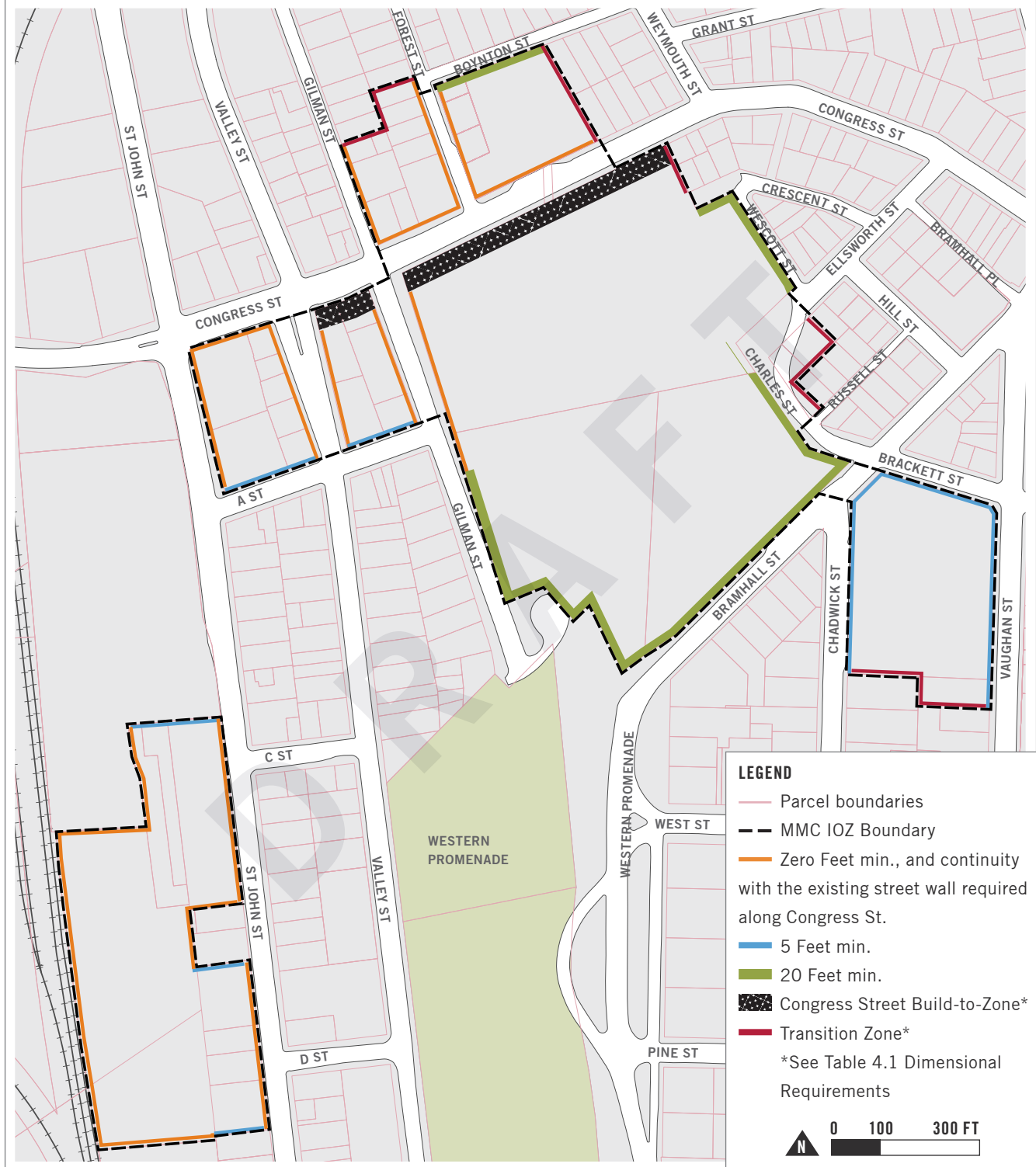


4. DIMENSIONAL REQUIREMENTS



4. DIMENSIONAL REQUIREMENTS

MAP 4.3 Map of Minimum Setbacks



5. DESIGN

A. New buildings within the IOZ shall adhere to the Design Guidelines set forth in Chapter 5: Design of the IDP and the site plans standards of the City of Portland.

6. SIGNS

A. At the time of first site plan review following IDP approval, a unified campus-wide Signage Plan shall be submitted for review and approval by the Planning Authority. Any update to such plan due to a change in name or logo shall not require amendment to the IDP.

B. Signs shall be designed in accordance with the campus-wide Signage Plan. All signs shall be designed in proportion and character with building facades and adjacent street typology. All signs shall be coordinated with the building and landscaping design and be constructed of appropriate permanent, high quality materials and finishes.

DRAFT

7. TRANSPORTATION

A. Sidewalks:

- i. The use of alternative sidewalk material, in lieu of brick, is approved throughout the IOZ provided that such alternative material would provide a more slip resistant surface to improve pedestrian safety. Such alternative material may include concrete.

B. Transportation Demand Management (TDM):

- i. At the time of the first site plan review following IDP approval, MMC shall submit a campus-wide TDM Plan substantially in accordance with those TDM objectives and strategies identified in the approved Institutional Development Plan. The TDM Plan may be phased into short-, mid-, and long-term actions to allow for progressive implementation over time.
- ii. The TDM Plan shall be designed to provide transportation choice with the goal of reducing parking demand and single-occupancy vehicle trips to and from MMC by employees.
- iii. The TDM Plan shall establish parking and trip reduction targets associated with the short-term (0-2 years), mid-term (2-5 years), and the long-term (5+ years), as well as a data collection plan.

C. Parking:

- i. Parking requirements in the IOZ shall be established at the time of site plan review based on a parking study that includes a campus-wide analysis of demand and supply. Based upon the unique needs of the institution, as demonstrated by the campus-wide parking study the results of the parking demand study shall determine parking requirements and shall be sufficient to alleviate parking pressure on surrounding neighborhoods
- ii. Parking studies developed by MMC shall integrate parking and trip reduction achievements and data contained in the TDM Plan.

8. ENVIRONMENT

A. Development proposed by MMC shall be designed to integrate with the surrounding context, including open space and pedestrian networks and infrastructure.

9. MITIGATION MEASURES

A. MMC shall mitigate site plan impacts to off-premise infrastructure in a manner proportionate to those impacts.

10. NEIGHBORHOOD INTEGRATION

A. Neighborhood Engagement:

- i. For the purpose of keeping surrounding residential areas apprised of its future development plans, and to address any neighborhood issues related to the operations of the MMC Bramhall campus, MMC shall adhere to the ongoing community engagement principles identified in the approved Institutional Development Plan.
- ii. For the purpose of keeping surrounding residential areas apprised of its future development plans, and to address any neighborhood issues related to the operations of the MMC Bramhall campus, MMC shall conduct ongoing community engagement, including the formation of a Neighborhood Advisory Committee comprised of representatives of MMC, the Parkside neighborhood, the West End neighborhood, the St. John Valley neighborhood, the Libbytown neighborhood, and the City.

11. CONSTRUCTION MANAGEMENT

A. Construction Management:

- i. At the time of site plan review, MMC shall submit a Construction Management Plan substantially in accordance with those construction management principles identified in the approved Institutional Development Plan for review and approval by the Planning Authority.
- ii. The Construction Management Plan shall include a construction schedule, as well as strategies for managing neighborhood communication and noise, air quality, traffic, and parking impacts associated with the construction as set forth on the Construction Management Template developed by the City and attached and incorporated to the IDP as Appendix A.

12. OTHER REQUIREMENTS

A. Helipad:

- i. MMC shall be governed by the provisions of the Helistop Overlay Zone, with exceptions as identified in the approved Institutional Development Plan. To the extent the helipad is determined a “rooftop appurtenance,” the helipad need not comply with screening requirements .

B. Snow Ban Parking:

When the City of Portland declares a Snow Parking Ban, MMC shall make parking available to neighbors in a designated parking area on or near its campus upon the following condition:

- i. Hours: Due to the patterns of patient flow in the hospital, the hours of snow ban parking for registered vehicles during an announced City of Portland Snow Parking Bans are 6:00pm until 6:00am. Vehicles that are not moved out of these parking areas by the applicable time each morning are subject to towing at the owner’s expense.

C. Housing Replacement:

MMC shall be governed by the City of Portland Housing Replacement Ordinance.

End of section.

DRAFT



Memorandum

Planning and Urban Development Department

Planning Division

To: Chair Boepple and Members of the Portland Planning Board

From: Nell Donaldson, Planning Division

Date: August 8, 2017

Re: MMC request for IOZ designation - Final Draft Institutional Development Plan (IDP) and Regulatory Framework

Applicant: Maine Medical Center (MMC)

I. INTRODUCTION

Maine Medical Center (MMC) has requested a final review of their draft Institutional Development Plan (IDP) and Regulatory Framework, submitted in association with their application for the designation of an Institutional Overlay Zone (IOZ) around their campus. MMC submitted a final draft IDP on Friday, August 4, following approval by their Board of Trustees. This draft involved collaboration with staff and neighborhood representatives, and represents a substantial effort and significant progress from the initial draft submitted in April. Given the timing of this submittal, however, Planning Division staff have not yet fully reviewed the draft. MMC and staff feel that it would be productive to use the August 8 workshop to present the revised IDP and Regulatory Framework to the Planning Board. A complete review of the IDP and Regulatory Framework is anticipated following the workshop.

II. BACKGROUND

A. *Staff and Planning Board Review to Date*

The Planning Board has held three prior workshops on the MMC IDP and Regulatory Framework, focusing broadly on four major topic areas:

- **Transportation and Parking**, including ways to creatively site parking to minimize neighborhood impacts, promote Transportation Demand Management (TDM) and alternatives to single-occupancy vehicles, and reduce parking demand
- **Design**, including ways to support successful transitions between MMC buildings and neighboring properties; create active edges, particularly on commercial and mixed-use streets; address visual impacts; and encourage high quality design
- **Community Engagement**, including ways to support best practices in community engagement with an aim toward developing a positive relationship between neighbors and the institution
- **Construction Management**, including critical principles that should be carried through all MMC construction projects to ensure that potential neighborhood impacts are addressed

B. *Public Comments*

The Planning Division received numerous public comments during the development of the Institutional Overlay Zone, the process that preceded this review (*Attachments PC-1- PC-22*). Staff has received several additional comments during the MMC IOZ process (*Attachments PC-1 MMC-IOZ – PC-7 MMC-IOZ*). These public comments have covered a number of issues, but a clear theme is how the scale and location of the MMC expansion affects the integrity of the local neighborhood, and how to minimize this potential impact through the IOZ and Regulatory Framework. The St. John Valley Neighborhood Association comments (*Attachment PC-7 MMC-IOZ*) reflect broadly-held concerns regarding the proposed height of buildings, the proposed IOZ boundaries, potential construction impacts, and building design and transitions. Two comments

have been received since the June workshop (*Attachments PC-8 MMC-IOZ and PC-9 MMC-IOZ*), both expressing concerns about the proposed IOZ boundaries and the IDP's treatment of transportation, TDM, and design.

III. AREAS OF OUTSTANDING REVIEW

Staff will conduct a complete review of the IDP and Regulatory Framework against the standards of the Institutional Overlay Zone ordinance following the August 8 workshop. This review will incorporate staff from the Department of Public Works, Historic Preservation, Parks and Recreation, and Transportation.

Based on a cursory preliminary review, the following areas are likely to require further discussion:

- A. *Transportation:*** *The IOZ ordinance requires that an IDP include “an analysis of the projected changes [associated with anticipated growth] in vehicular, pedestrian, transit, and bicycle routes and facilities, their capacity, and safety” and that an IDP “[d]emonstrate that traffic and parking impacts have been anticipated and that the proposed parking provision is justified as based on an assessment of options for reducing traffic and parking demands.”*

Over the course of the IDP review, staff has met several times with MMC representatives to broadly discuss potential traffic and parking impacts associated with the development plans presented in the IDP, acknowledging that much of the transportation analysis relied heavily on decisions regarding the siting of parking garage elements of the plan. Now that a decision has been made to locate a new garage on St. John St., additional review of the traffic analysis will be required, and additional discussion of the transportation plan is anticipated. MMC will submit their traffic analysis for city review in the near future. In addition, staff anticipates further discussion with MMC to clarify the TDM framework as a means of offsetting potential traffic and parking impacts, and additional discussion on transportation infrastructure around the campus as well.

- B. *Design:*** *According to the IOZ ordinance, the IDP should “reflect a comprehensive design approach that ensures appropriate transitions with the existing or future scale and character of the neighboring urban fabric” and “promote compatibility with existing and future uses in adjacent neighborhoods.”*

Over the course of the review, staff and MMC have engaged in substantial discussions on design, both in terms of content and regulatory approach. Areas of further discussion are likely to include the Regulatory Framework's quantification of agreed heights on Congress Street and the ways in which the proposed design guidelines address building orientation to Congress Street, the intent limiting stand alone structured parking facing Congress Street between Gilman St. and St. John, and visual transparency on all floors. The city has held that the design guidelines should allow for future design review of proposed MMC buildings in terms of a building's relationship to the street, massing, roof forms, proportion, facade composition, materials, and articulation - especially in relationship to the streetscape(s) of which it is a part (as well as the MMC campus).

- C. *Neighborhood Engagement:*** *The IOZ ordinance requires that an IDP “[i]ncorporate strategies to support clear communication and ongoing public engagement between institutions and nearby neighbors.”*

Throughout the review of the IDP, MMC's approach to ongoing public engagement has arisen as a topic of discussion, with review comments emphasizing the need to expand beyond the current approach mandated by the hospital's existing CZA. The approach proposed in the most recent draft reflects many of the elements that have been discussed over the course of the review,

including better articulation of MMC as a member of its neighborhoods and more clarity about neighborhood engagement approaches going forward. Additional discussion may occur on neighborhood engagement based on board and stakeholder input, but staff feels that most of the substantive structural elements of the neighborhood engagement approach have been described sufficiently to provide a clear path forward and frame expectations.

- D. Impacts on the Public Realm:** *The IOZ ordinance requires that the IDP “[a]nticipate future off-site improvements that would support the integration of the institution into the community and city-wide infrastructure.”*

The final draft IDP broadly demonstrates that MMC’s future development will impact the city’s infrastructure, including its transportation networks, stormwater and sewer systems, and open spaces. Staff has suggested language in the Regulatory Framework that requires mitigation of potential impacts to this infrastructure under site plan review, with reference to specific impacts and to the fact that mitigation may include financial or in-kind contributions. Additional discussion on both the nature of potential impacts and the regulatory language used to address them is anticipated.

- E. Monitoring and Updates:** *The IOZ ordinance requires that the IDP establish a schedule for reporting on implementation and that the Regulatory Framework include a schedule for amendments.*

Staff has engaged with MMC regarding ways to frame a schedule for reporting and for updates, emphasizing the importance of regular reports on implementation and that the IDP should be “updated” as conditions change and MMC’s vision evolves. The final draft Regulatory Framework reflects discussions regarding the monitoring aspect, but is silent regarding amendments. Staff had suggested thresholds for IDP amendments and further discussion is anticipated.

Note that the full review will address additional review standards established by the Institutional Overlay Zone ordinance.

IV. ATTACHMENTS

Report Attachments

1. IOZ Ordinance as approved by City Council
2. Staff comments on First Draft IDP (5.2.17)

Public Comments

- PC-1 - PC-22 - Public Comments from IOZ Ordinance review
- PC-1 MMC-IOZ – St. John Valley Neighborhood Association (4.18.17)
- PC-2 MMC-IOZ – C. Milneil (4.25.17)
- PC-3 MMC-IOZ – WPNA A. Pringle (4.25.17)
- PC-4 MMC-IOZ – C. Milneil (4.27.17)
- PC-5 MMC-IOZ – K. Snyder (5.9.17)
- PC-6 MMC-IOZ – PBPAC (5.15.17)
- PC-7 MMC-IOZ – St. John Valley Neigh. Assoc. (5.23.17)
- PC-8 MMC-IOZ – M. Sabina (8.1.17)
- PC-9 MMC-IOZ – Z. Barowitz (8.6.17)

Applicant’s Submittals

- A. MMC Final Draft IDP (8.4.17)

Below please find the combined comments of City Staff relating to the draft IDP:

1. Existing Conditions

- Tables 2.3 and 3.3: Daily Census: Does this include volunteers serving in the hospital?
- Figure 2.3 Map of MMC Owned parcels: Note that South parking lot, and maybe one other parking lot on Brackett Street, are not shown.
- Figure 3.4: Please revise to show correct location for the Gilman Street Garage.
- Public engagement in IDP: Please expand list of concerns to include that addressed later in IDP, such as heights and construction impacts.

2. Comprehensive Plan Analysis: Please update to reflect the latest version of the Comprehensive Plan.

3. Transportation

• **Alternative Modes and TDM:**

- o *Existing Conditions Analysis:* Please expand existing conditions analysis to more fully describe the range of existing access options, particularly re pedestrians, cycling and public transit, for example:
 - The IDP should include a broader description of walking and conditions for walking (e.g. this might be the place to reference the need for ADA improvements and sidewalk materials);
 - Figure 2.6: Could this be widened to address non-car access by adding bus stops;
 - Are the quoted transit costs weekly?
 - Figure 2.8: Include actual data from “Getting on Board” re mode split (even if data collection is not perfect, survey data seems to be under-representing bike share

- o *Future TDM Strategies:*

- Please provide the TRIMMS Model spreadsheets regarding trip reduction estimates;
- The IDP will need to reevaluate the TDM target based on existing mode split, model, and comps, confirm the target date, and clarify how progress will be monitored to feed into future parking need/adjustments to parking provision;
- Table 2.9: This graphic could be clarified to provide a better understanding the headings/legend etc.
- See *Attachment 1* (comments re MMC TDM Concepts).

• **Parking:**

- o *Alternative locations for new parking garage(s):* Please flesh out discussion of Gilman garage/St. John garage options, including what will happen on the Gilman Street site if the garage on St Johns is constructed.
- o *Parking Data Requests:*
 - The IDP would benefit from additional data on existing parking utilization. We understand that a windshield survey was performed, but formal parking occupancy counts were not performed. We suggest that parking occupancy surveys be performed.
 - Please explain how existing and future parking need was derived (i.e. provide the back-up calculations on the current and future projected parking demand estimates (including findings from TRIMMS)?
 - If showing comparables, add some regional examples which seem more 'comparable.' Can comps be shown with different metric (e.g. spaces /employee)?
- **Traffic Generation:** See *Attachment 2* (comments re Traffic (counts and associated data))(Assume Traffic Study Analysis and proposals to be added and reviewed in next submission.)

4. Infrastructure

- **Stormwater and Sewer Capacity:** Please expand and clarify analysis to reflect the fact that there are existing capacity concerns in the combined sewer system, and that any increase in the sewer flow will impact the ability to handle stormwater flows. Given this issue, the IDP should include strategies to achieve a substantial reduction in the anticipated volume of discharge into this system, including:
 - o Routing of stormwater to the separated system, where possible;
 - o Incorporation of storage infrastructure (e.g. Gilman Garage likely to be required to incorporate a subsurface chamber system with a pump system to discharge into A Street storm drain system);

- o Green infrastructure (e.g. green roofing; removal of impervious area, and subsurface chamber system), particularly where the discharge is to a combined system;
- o Reduction in sanitary flows to provide capacity for increases in stormwater flows (e.g. sanitary demands and pollutant loads could be reduced by composting food waste instead of using the current grinder system, installing grease interceptors (large volume or many small) as part of overall upgrades to the system).
- o Note that changing the location of the discharge points would not provide any benefit to the combined system; may have to relocate or install another Downstream Defender or possibly connect to the separated system.
- **Detailed Data Requests:**
 - o Figure 2.15: Can the figure show the general delineation where the 6.3 acres of the campus has been separated and drains to A Street?
 - o Figure 2.15: Consider adding the 5 sampling locations in the Industrial Pre-treatment Permit (IPT) with the City of Portland. Is it possible to identify unknown sewer connections at this time? If not, can these be addressed through future planning efforts?
- **Other Utilities:** Address water supply and Unitol's SURE program (they plan significant work in the area for 2020-2022).
- **Operational Impacts:** Consider expanding to clarify the potential impacts or issues that may need to be addressed, including:
 - o IPT program and sampling locations may need additional sampling points;
 - o Other Impacts to City Infrastructure: Cross reference to other infrastructure covered elsewhere (e.g. roads, sidewalks);
 - o Traffic signal systems and pre-emption for emergency vehicles.
- **Street Lighting:** Expand to note that Congress from St. John to State is included in the Downtown Lighting District, and that MMC may need to install additional Downtown District special street lights when sites (e.g. Gilman Street block) within the IOZ are redeveloped. Mention potential collaboration regarding the City's LED Street Light conversion project.
- **Sustainable Operations:** Consider adding a section regarding proposals for capital investment in sustainable features or goals for energy reduction as part of the expansion program (e.g. reflecting various references to green roofs, possibly solar panels, and LEED accredited buildings).

Historic Resources

- **Western Promenade:** Please clarify how the campus will integrate with/enhance the Western Prom, which abuts the "Upper Campus" (e.g. proposals include building heights that imply new development over what are also identified as protected open spaces around an historic building; the original hospital is shown as "continued investment cautioned" on Figure 2.2 and this is a concern). The Western Promenade is a well-used amenity for the hospital, and the city's objective is to enhance this area including showcasing of existing distant views.
- **Vaughan Street Parking Lot:** Please include this lot in the long term plan (Figure 3.4) and indicate intentions for this site.
- **Detail/data requests:**
 - o Include analysis of how proposed buildings will impact views from the Western Promenade to the west and northwest, based on the proposed maximum building heights;
 - o Figure 2.2: Labelling buildings would be helpful;
 - o Note that the West End Historic District and Western Promenade Historic Landscape District are designated both nationally and locally.

Design

- See Urban Design comments in *Attachment 3*.
- **Neighborhood Transitions:** Clarify the location of "East Upper Campus"; and "Upper Campus" abuts the West End Historic District.
- **CPTED:** Please expand CPTED discussion to fully address local issues and public comments (e.g. loitering etc.) Note that lighting within the campus, and between the campus and any more remote parking facilities, is important.

- **Landscape:** Please add discussion of landscape framework (e.g. Figure 6.2: how will a series of landscape spaces play out in reality?)

Neighborhood Engagement

- **Ongoing engagement**
 - o Consider exploring additional mechanisms to promote healthy relationships with neighbors.
 - o Consider strategies for communication around acquisition and divestment).
 - o Please expand snow ban parking discussion to refer to how current situation under Contract Zone will be continued.
- **Construction engagement**
 - o Please include a commitment to meeting with businesses early to consider how to mitigate impacts.
 - o Define 'MFP Project,' as this is the first time this language is introduced.
 - o Consider ways to mitigate construction impacts and economic hardship for neighbors and businesses.

Regulatory Framework

- **Comments/questions re proposed provisions:**

IDP Regulatory Framework No.	Subject	Comments
1	Boundary	Since housing areas are now within the boundaries, IDP should address intent, also address divestment of existing (formerly) residential properties.
Table 2.1:	Thresholds for Plan amendments	What is the basis of the 800KSF threshold? Is this whichever is first? TDM updates and monitoring (proposed at 5 years for both) are too infrequent and discussion on p. 61 should explain.
3	Uses	Suggest further discussion on extent to which (for example) residential apartments would be limited to medical students only and how uses are linked to current zoning options (eg re guest houses).
Table 4.1	Dimensional Requirements	Is 40 feet on Congress Street too great a build-to line? What is the basis of the 70% of façade facing congress Street? Transition Zones (iii) should include height as well? Also see the <i>Preliminary Design Comments</i> attached.
Map 4.1	Building Heights map	Doublecheck McGeechy Hall height.
Maps 4.1 and 4.2	Building heights and Transition Zones	Look carefully at Gilman height/transition. Public comment pointed out that St John and Valley Street labelling is incorrect to north of Congress.
5 Ai:	Sidewalk material	Define 'alternative material substantially similar to that used along sidewalks abutting Bramhall Street entrance?'
5B	TDM Trip Reduction Target	Target of 65 (presumably SOV) trips in three years needs reconsideration; note PB urging rethink of car culture- MMC leadership re TDM. Strategic initiatives might be mentioned.
5D	Parking provision	Parking numbers should match the demonstrated need shown in the IDP. Perhaps express these as a ratio? Or provide a range?
6	Site Plan review items	As written this could imply that other "usual" site plan requirements would not be considered by the Planning Board during the review.
7A	Other Requirements	Helipad Requirements- these have not been mentioned in the main part of the IDP except re potential issue of noise. How do these regulations relate to the existing ones and are there any issues that have come out of the flight monitoring (required in Contract Zone) that need to be addressed when its relocated?
7	Other Requirements	Does this include all other Contract Zone commitments that might reasonably be brought forward?

- ***Other items suggested to be added/addressed, with specificity and or references back to IDP sections or plans:***
 - Landscape strategy
 - Commitment to activations of Congress St through ground floor mixed uses that serve community and MMC
 - Design standards
 - Clarification of how MMC has RTI re partnerships that construct parking or other facilities for their use
 - Intentions re Chadwick, West, Vaughan/Bramhall where IDP indicates they should be given “additional consideration”
 - Commitment re Construction Mitigation and Communication
 - Commitment to engagement with neighborhood residents and local businesses

The IDP should consider a phased approach to TDM that will allow Maine Med to build and modify the TDM program over time based on sound data and respond to evolving regional thinking on TDM. The goal of the first phase could be to prioritize a few short-term actions meant to build solid baseline data on the hospital population's current travel characteristics, immediately enhance travel options in and around the hospital, and reduce demand for single-occupancy vehicles.

The first phase could build on the prior work of the Get On Board program and include the following:

1. **The hiring of a full-time TDM coordinator** to oversee data collection and promote the TDM program (This appears in the IDP, but the plan does not specify a full-time position.)
2. A comprehensive, continuous effort **to collect and analyze data** on:
 - a. employee, patient, and visitor travel characteristics
 - b. parking demand and utilization, and
 - c. the potential for changes in travel behavior
3. **Improved parking management**, including modified employee pricing to better align with the actual cost of parking and the development of a cash-out option (which provides an incentive not to use parking)
4. **A program to encourage METRO ridership**, including:
 - a. support for service adjustments (e.g. to improve headways or extend hours of operation)
 - b. enhanced employee subsidies
 - c. the development of services that facilitate use (e.g. kiosks in the hospital displaying real time bus information, premium shelter at new hospital entrance, and marketing and promotion)
5. **Infrastructure improvements that support walking and bicycling**, such as:
 - a. the development of bikeways identified in the city's long-range plans
 - b. the integration of additional covered bicycle parking
 - c. and sidewalk, crosswalk, and streetscape improvements on key pedestrian routes

In addition to these, the hospital should review opportunities to enhance carpool/vanpool matching (see the existing IDP language), telecommuting options, satellite parking options, and the Guaranteed Ride Home system (how does this currently work?).

Lastly, the Regulatory Framework should include language that requires reporting within a specified period following implementation of this first phase of the TDM plan, with subsequent plan modification and review.

Comments Related to Traffic Information Provided by Randy Dunton on April 20, 2017

- Please document the duration of the AM and PM peak period counts that were used to determine the peak hours noted.
- The information on reassignment of employee trips only accounts for trips associated with those to be shifted from the employee parking garage. The assignment should be conducted for all parking sources for MMC. If consolidation of parking facilities is occurring (Gateway Garage and surface lots) those should also be included.
- The employee traffic levels at the garage are low considering employee figures. We recognize that shift times are a major factor and the turning movement volumes reflect adjacent street traffic peak volumes conditions, which is an acceptable method. With that said we would like to fully understand employee trip generation over the shift time periods, inclusive of all parking supply locations. We suspect this information has not been collected and would be labor intensive to collect. A method for providing this information should be suggested for review and approval by City staff. Please correlate/cross-check the data of traffic entering and exiting the employee garage with known employee shift data and drive mode share.
- Related to the comment regarding employee garage data for entering/exiting traffic from the employee garage, we'd like to get a better understanding of visitor entering/exiting traffic levels during the AM and PM peak hours. As with employees, visitor traffic levels during the AM and PM peak hours seems low and may reflect specific appointment time variation. Some discussion on how visitor traffic varies throughout the day is suggested. Please correlate this visitor garage traffic data with the other known data on fluctuations of visitor/patients to the hospital.
- Additional counts will be required to address seasonal traffic volume adjustments. As previously discussed, the locations to be re-counted will be identified by City staff following acceptance of an approved trip generation re-assignment exercise. Please provide information to indicate all intersections that meet the TMP-specific thresholds for traffic analysis to be included in the analysis.

Design Goals and Vision

- Design goals listed in draft IDP – Staff supports these goals; they are logical given the context and specific site conditions.
 - o A campus that belongs in Maine and engages the surrounding community
 - o Natural environment is an important source of inspiration for the campus design – the future campus will create a seamless transition between the bucolic character of Western Promenade and the urban condition
 - o The campus extends its reach down from the top of the hill to engage with the community along Congress Street
 - o Holistic design approach that gives coherence to the overall campus
 - o Site plan will give special attention to the neighborhood context
- Because of its topography, building scale, and geographic location, MMC site plays de facto gateway role on two scales – the approach to the city from 295 and the eastbound Congress Street approach. Staff would like to see a goal that acknowledges this gateway function for future design thinking.
- Planning Board commented on the desire to have design goals clearly expressed in the document and lead to resulting regulating framework. Specifically recommended was a goal around quality of design.

Site analysis

- Context Defined - Four contexts identified in draft IDP:
 - o Congress Street
 - o Valley Street
 - o East Upper Campus
 - o Upper Campus
- Analysis: Staff is in the process of evaluating the proposed dimensional regulations – most important is the relationship of potential new development in relationship to the West End neighborhood, Gilman Street, and Congress Street contexts.
- Impacts: Compare existing vs. proposed impacts (height, wind, shadow)
- Issues: Identify any current site or design issues (safety, lighting, grading, circulation/access, sidewalk conditions, etc.) that future plans might address and state them as design goals.

Regulating Framework

- More explicitly describe how the goals and site analysis lead to the design regulatory framework. Include more explanation – visual or written – on how the heights, setbacks, and transition zones were arrived at. Applicant will provide typical sections at Congress, Gilman, and West End South Lot to better explain these height and massing relationships to the context.
- In the instances where existing historic buildings will remain, confirm the heights shown or revert to existing zoning height maximums.

- Clarify the status of the private “Protected Open Spaces” shown in the document and consistently show them in the regulatory framework graphics. Are these spaces never to be built on or is there a different label to describe them?
- Design guidelines: Staff proposes the following strategy for design guidelines to the IOZ:
 - o Developments relating to the West End historic district will be subject to the existing Historic Preservation Board design review process
 - o Staff will work with the applicant to develop design guidelines for developments relating to residential context not protected by the historic district that ensure sensitive transitions. The height, transition areas, and setbacks will be the primary regulations for this context.
 - o Staff will work with the applicant to develop design guidelines for developments relating to Congress Street that meet the goals and intent of the Downtown Vision Plan and Urban Design Guidelines. Staff agrees with applicant that activation of Congress Street frontage is an important goal. There is concern from the Planning Board regarding the placement of several parking structures on Congress Street which should be the most active of the campus’ frontages.

Order 221-16/17

Amended to delete, in Section 14-281(g), "Amendments brought forth by the city will require a supermajority of the City Council to take effect.": 9-0 on 5/1/2017

Passage as amended: 9-0 on 5/1/2017

Effective 5/31/2017

ETHAN K. STRIMLING (MAYOR)
BELINDA S. RAY (1)
SPENCER R. THIBODEAU (2)
BRIAN E. BATSON (3)
JUSTIN COSTA (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

DAVID H. BRENERMAN (5)
JILL C. DUSON (A/L)
PIOUS ALI (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**AMENDMENT TO PORTLAND CITY CODE
CHAPTER 14
Re: INSTITUTIONAL OVERLAY ZONE**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORTLAND, MAINE IN CITY COUNCIL ASSEMBLED AS FOLLOWS:

That Chapter 14, Sections 14-277 to 14-282 of the Portland City Code are hereby amended as follows:

Art. I. In General, § 14-1--14-15
Art. II. Planning Board, § 14-16--14-45
Art. III. Zoning, § 14-46--14-490

...

Div. 16. Waynflete School Overlay Zone, § 14-276--14-276.10

Div. 16.1. Institutional Overlay Zone (IOZ), § 14-277--14-293

Div. 17. B-7 Mixed Development District Zone, § 14-294--14-304

...

DIVISION 16.1. INSTITUTIONAL OVERLAY ZONE (IOZ)

14-277.—~~Reserved.~~ Purpose of the Institutional Overlay Zone

The Institutional Overlay Zone (IOZ) designation provides a regulatory mechanism available to the city's four major medical and higher education campuses where an improved regulatory structure is needed to facilitate a consistent, predictable, and clear growth management process. The purposes of the Institutional Overlay Zone are to:

(a) Acknowledge that the city's major academic and medical institutions play a prominent role in the health and well-being of

the local and regional community, and in order to sustain that role, these institutions need flexibility to change and grow;

(b) Encourage proactive planning for institutional change and growth which identifies and addresses likely long-term institutional needs and cumulative impacts while leveraging potential benefits at the neighborhood, city, and regional level;

(c) Ensure that institutional change and growth both complements and, as appropriate, integrates adjacent or surrounding neighborhoods through carefully planned transitions;

(d) Support the formation and continuation of mutually beneficial public-private cooperation;

(e) Support an ongoing public engagement process that benefits both the institutions and nearby neighborhoods;

(f) Reflect Comprehensive Plan and other policy objectives;
and

(g) Provide a consistent regulatory approach to all major institutions which allows unique regulatory requirements that balance the particular needs of institutions with the needs of the surrounding neighborhood and wider community.

14-278.—Reserved. Location and Applicability

The city's four primary medical and higher education institutions are eligible to apply for designation as Institutional Overlay Zones. The Eligible Institutions are the two major hospital institutions of Maine Medical Center and Mercy Hospital and the two major academic institutions of University of Southern Maine and University of New England, their successors and assigns. Designation as an IOZ is the preferred mechanism where the Eligible Institution's proposed development is inconsistent with the existing zoning.

14-279.—Reserved. Establishment of an Institutional Overlay Zone

(a) Application for an Institutional Overlay Zone. Where the Eligible Institution seeks designation as an IOZ, they shall submit a zone change application consisting of two components:

1. An Institutional Development Plan (IDP) (see Section 14-280).
2. A Regulatory Framework (see Section 14-281) that would, when and if adopted, be the text and map amendment to the City's Land Use Code and Zoning Map.

(b) Required Public Involvement. At least two neighborhood meetings shall be required. The first shall be held prior to the formal submission of a zone change application for an Institutional

Overlay Zone and the second shall be held during the City's review. Meetings shall identify the concerns, if any, of affected residents and property owners, and inform the development of the Institutional Development Plan (IDP) and Regulatory Framework. Meetings shall be held in a convenient location proximate to the institution. The applicant shall provide written notification to property owners of record within 500 feet of the proposed IOZ boundary at least ten days prior to the meeting dates and maintain written records of the meetings.

(c) Required Scoping Meeting. The Eligible Institution shall meet with the Planning Authority after the first required neighborhood meeting and prior to submission of the zone change application to confirm the focus of the Institutional Development Plan (IDP) and Regulatory Framework, including associated study areas that may be outside of the proposed IOZ boundary. The IDP and Regulatory Framework will vary in detail and focus depending on the Eligible Institution and its particular context. The content requirements in Sections 14-280 and 14-281 and the comments from neighborhood meeting(s) shall provide direction for the content of the IDP. The Planning Authority or Planning Board may require additional information or modify content requirements as is relevant to the Eligible Institution (see Section 14-280(c)).

(d) Reviewing Authority.

1. The Planning Board shall review the zone change application, including the IDP and Regulatory Framework. At least one public workshop and a public hearing before the Planning Board are required.
2. Upon recommendation of the Planning Board, the City Council shall review and consider adoption of the Institutional Overlay Zone and the accompanying Regulatory Framework as an amendment to the city's code of ordinances.

(e) Future Institutional Development.

1. All new development by the Eligible Institution within the boundary of the IOZ shall be compliant with the IOZ and accompanying Regulatory Framework, consistent with the IDP, consistent with the Comprehensive Plan, and meet applicable site plan standards, unless such standards are superseded by the Regulatory Framework.
2. Any use/development proposed by the Eligible Institution outside the IOZ boundary that complies with the zoning for permitted uses in that location shall be reviewed under the standards of that zone. Any use/development proposed by an Eligible Institution outside of the IOZ boundary that is

proposed in a residential zone and is functionally related to the operations within the IOZ shall be addressed by the IDP and require an amendment to the IDP.

14-280.—Reserved. Institutional Development Plan (IDP)

(a) Purpose. Any use conducted by an Eligible Institution and any construction by an Eligible Institution in an Institutional Overlay Zone shall be consistent with an Institutional Development Plan (IDP) approved by the Planning Board in accordance with this ordinance. The purpose of the IDP is to establish baseline data about institutional land uses, facilities, and services and measure, analyze, and address the anticipated or potential impacts of planned institutional growth and change. The IDP shall serve as a background document that supports the proposed Regulatory Framework and frames subsequent site plan review(s).

(b) Planning Horizon. An IDP shall provide the city and abutting neighborhoods with a clear outline of the anticipated or potential growth and change of the Eligible Institution for the short- to medium-term (e.g. 1-5 and 5-10 years respectively), as well as a conceptual growth plan for the long-term (e.g. 10 years or more); however, the specific planning horizons for each institution will be determined as part of the IDP approval process.

(c) Content. The IDP submission shall address the following elements unless specifically modified by the Planning Authority or Planning Board, with the scope and level of detail to be clarified at the required Scoping Meeting:

1. Context Information

a. The institution's adopted mission, vision, or purpose statement

b. A summary of relevant baseline data on the institution, including:

i. A neighborhood context plan;

ii. An inventory of current programs and services;

iii. A current census of the number of people using the institution (e.g., employees, enrollment, patients), with an indication of maximums and minimums over time;

iv. An inventory and/or plan of all existing property holdings within the main campus

and within the City of Portland, including an indication of functional land use links between off-campus properties and the main campus (e.g. remote parking);

v. An inventory and/or plan of existing facilities, including data on use, floor area, and any existing functional connections between facilities.

c. A summary of the baseline characteristics of the existing campus and context of the institution, based on identified study areas, including:

i. A summary of existing resources, such as historic, open space, and natural resources;

ii. A summary of the existing transportation system, including vehicular, pedestrian, transit, bicycle, and parking supply, demand, and utilization;

iii. A summary of existing public infrastructure supporting the institution, including demand, utilization and any capacity issues;

iv. Relevant municipal plans, projects, and studies that may influence the IDP study area and opportunities for integrating institutional growth.

d. A summary of public involvement in the development of the IDP, including major areas of public concern.

2. Assessment of Future Institutional Growth and Change

a. A description of institutional needs and areas of future institutional growth and change, including:

i. Projected census of users (e.g., enrollment /employment/patient/visitor figures and anticipated variations over time);

ii. Institutional objectives for property both within and outside the IOZ boundary (e.g. acquisition and/or disposition), including an indication of any functional land use connection for sites outside the IOZ boundary to the main campus; and

iii. A Development Plan addressing anticipated or potential institutional needs and

physical improvements, including the proposed boundary of the IOZ and any phasing of the development.

b. Analysis and associated plans that address the following elements in terms of anticipated growth or potential impacts within the identified study area, and support the development parameters as set out in the Regulatory Framework:

i. Transportation and access

a. An analysis of the projected changes in parking demand, supply, and impacts to the off-street and on-street parking capacity, including an explanation of the proposed parking plan;

b. An analysis of the projected changes in vehicular, pedestrian, transit, and bicycle access routes and facilities, their capacity, and safety;

c. A transportation, access, and circulation plan, representing the synthesis of the analysis, and including a program of potential improvements or set of guidelines to address access deficiencies to and within the IOZ. The plan should outline proposed mechanisms and potential strategies to meet transportation objectives, including transportation demand management, phasing, and when a Traffic Movement Permit (TMP) may be required.

ii. Environment

a. An analysis of potential cumulative impacts on natural resources and open spaces;

b. An analysis of projected energy consumption, hazardous materials generation, noise generation, and similar issues as relevant;

c. An environmental plan, representing the synthesis of the analysis and including a proposed program or set of guidelines for future preservation,

enhancement, conservation, and/or mitigation.

iii. Infrastructure

- a. An analysis of projected public utility demand and the capacity of associated infrastructure;
- b. An analysis of projected public safety needs and projected impacts to the capacity of these services;
- c. An infrastructure plan, representing the synthesis of the analysis and including a proposed program or set of guidelines to support sustainable growth.

iv. Design

- a. An analysis of projected impacts to neighboring properties and public spaces, including potential shadow, wind, and lighting impacts, impacts of height and massing, and impacts to historic resources;
- b. An analysis of transition areas between the institution and adjoining neighborhoods, including identification of key character defining components of the surrounding context;
- c. An analysis of existing Crime Prevention Through Environmental Design issues and identification of how these principles would be addressed as part of the proposed campus development;
- d. A conceptual built environment/public realm plan, representing the synthesis of the analysis and including a set of guidelines for urban design, landscape, open space, and streetscape treatments, with particular attention to the treatment of edges (both within and abutting the IOZ boundary) to achieve compatible transitions.

v. Neighborhood Engagement

- a. A plan for ongoing community engagement that represents best

practices, promotes collaborative problem solving around community concerns, fosters transparency, and identifies mechanisms for neighborhood feedback and institutional accountability;

b. A property management framework that identifies the institution's process for handling operational property issues with neighbors;

c. Strategies for assuring communication pertaining to property acquisition and disposition in surrounding neighborhoods;

d. A set of construction management principles, to apply to all institutional construction, that represent best practice, aim to minimize short- and long-term construction impacts on surrounding residents and businesses, and ensure a clear communication strategy is in place in advance of construction.

(d) Standards of Review. The IDP shall:

1. Address all content requirements, unless explicitly modified by the Planning Authority or Planning Board;

2. Reflect the issues/topics identified in the required public process;

3. Demonstrate consistency with the city's Comprehensive Plan and the purpose of this ordinance;

4. Demonstrate how the property ownership, proposed growth, and requested Regulatory Framework relate to the institution's mission;

5. Demonstrate that traffic and parking impacts have been anticipated and that the proposed parking provision is justified as based on an assessment of options for reducing traffic and parking demands;

6. Outline an approach to open space, natural, and historic resources that supports preservation and enhancement.

7. Demonstrate that potential cumulative environmental impacts have been anticipated and can be minimized or satisfactorily mitigated;

8. Demonstrate that utility impacts have been anticipated and can be minimized or satisfactorily mitigated;
9. Reflect a comprehensive design approach that ensures appropriate transitions with the existing or future scale and character of the neighboring urban fabric;
10. Promote compatibility with existing or future uses in adjacent neighborhoods, maintain housing, and support local amenities;
11. Anticipate future off-site improvements that would support the integration of the institution into the community and city-wide infrastructure;
12. Conform with Portland's Historic Preservation Ordinance standards for designated landmarks or for properties within designated historic districts or designated historic landscapes, if applicable. When proposed adjacent to or within one hundred (100) feet of designated landmarks, historic districts, or historic landscapes, the IDP shall be generally compatible with the major character-defining elements of the landmark or portion of the district in the immediate vicinity; and
13. Incorporate strategies to support clear communication and ongoing public engagement between institutions and nearby neighbors.

(e) Approval. Upon finding that an Eligible Institution's IDP meets the standards of review, the Planning Board shall approve, approve with conditions, or deny an IDP.

(f) Monitoring. The IDP shall establish a schedule for reporting on IDP implementation at regular intervals of not more than ten years from the date of approval of the initial or amended IDP, and identify thresholds for IDP amendments;

(g) Amendments. An approved IDP shall guide campus development unless and until amended. If at any time the Eligible Institutions request minor amendments to an approved IDP, the Planning Authority may approve such minor amendments, provided that they do not constitute a substantial alteration of the IDP and do not affect any condition or requirement of the Planning Board. The applicant shall apply with a written statement of the proposed amendment and proposed amended IDP to the Planning Authority, whose decision as to whether the amendment is minor shall be final. Major amendments shall be reviewed by the Planning Board. When the IDP is amended, the baseline data in the IDP shall be updated as appropriate.

14-281. Regulatory Framework

(a) Purpose. The Regulatory Framework translates the IDP into a set of clear and specific zoning requirements for the IOZ that constitute the text and map amendments to the City's Land Use Code and Zoning Map. The zoning requirements are anticipated to include parameters that guide the growth and change of the institution as well as broad strategies to address potential impacts, with plans and details to be developed under site plan review.

(b) Applicability. The Regulatory Framework shall apply only to properties that are within the IOZ boundary and to which the Eligible Institution holds right, title, or interest. For these properties, the Institutional Overlay Zone shall supersede the underlying zoning, and all new institutional development shall be conducted in compliance with the Regulatory Framework and the approved Institutional Development Plan. Properties located within the Institutional Overlay Zone not subject to right, title, or interest of the Eligible Institution shall continue to be governed by the regulations of the underlying zoning designation.

(c) Uses. Institutional uses, including hospitals and higher education facilities, shall be permitted, as shall uses that are functionally integrated with, ancillary to, and/or substantively related to supporting the primary institutional use, consistent with the applicable approved IDP.

(d) Content. The Regulatory Framework shall reflect the information and analysis of the IDP. The content shall be tailored to address the particular issues associated with the institution and its neighborhoods. The Regulatory Framework should be succinct and use tables and graphics as possible to address the following, if applicable:

1. Zoning boundary of the IOZ: The area to which the regulations apply, as shown on the zoning map, subject to other provisions of this ordinance (i.e. the map amendment to the City's Zoning Map);
2. Phasing and schedules: Requirements that relate to particular proposed phases; a chart showing the schedule or thresholds for submitting an amended IDP (or elements of an IDP, such as a Transportation Demand Management (TDM) Plan);
3. Uses: Clarification, as necessary, on permitted uses.
4. Dimensional Requirements: Graphics, sketches, or standards, including details for transition zones within the IOZ boundary;
5. Transportation: Elements such as TDM trip reduction targets or contribution to area-wide TDM measures; broad parameters for ensuring pedestrian, vehicular, bicycle and transit access and safety; parking ratios

and management strategies; thresholds for access improvements;

6. Environment: The approach to the inclusion of open space and preservation of environmentally-sensitive areas;

7. Mitigation measures: The broad approach to identified mitigation measures, which would be addressed in greater detail in the site plan review process; thresholds for addressing deficiencies; goals for preservation/protection;

8. Design: Graphics and standards to clarify building placement and envelope (height and massing); guidelines for integration of site features; required treatments for transition zones and treatment for all edges (both within and abutting the IOZ boundary); guidelines for establishing campus identity; and

9. Neighborhood Integration: Thresholds and strategies for neighborhood engagement; mitigation of impacts on neighboring properties, including construction impacts; buffering requirements; objectives for pedestrian linkages and safety; other requirements that address community concerns.

10. Monitoring: A schedule for regular monitoring reports on IDP implementation in accordance with the IDP.

(e) Standards of Review: The Regulatory Framework shall:

1. Be consistent with the Comprehensive Plan and the Institutional Development Plan;

2. Provide a clear zoning framework, using graphics and tables as appropriate, to apply to future site plan reviews;

3. Provide specific regulatory statements as appropriate that respond to concerns raised during the required public involvement; and

4. Outline measurable goals and thresholds for improvements or other actions identified in the IDP to be advanced in subsequent site plan applications.

(f) Approval/Adoption. The Planning Board shall review the proposed Regulatory Framework against the standards of review and make a recommendation on the institution's IOZ designation and Regulatory Framework to the City Council for adoption as part of this zoning ordinance.

(g) Amendments. A Regulatory Framework and IOZ boundary as adopted by the City Council shall remain in force unless and until amended. Amendments to a Regulatory Framework and/or IOZ boundary may be brought forth by the city or Eligible Institution. Proposed

amendments to the IOZ boundary or Regulatory Framework shall be reviewed by the Planning Board and adopted by the City Council subject to the provisions of this ordinance.

14-282. Reserved.

* Editor's note. Order No. ____-16/17, adopted May __, 2017, provided that the Regulatory Frameworks, as they are adopted by the City Council for each Eligible Institution, shall be codified within this section.



Helen Donaldson <hcd@portlandmaine.gov>

Fwd: MMC Expansion notes for the Planning Board meeting Tuesday night

Jean Fraser <jf@portlandmaine.gov>

Tue, Dec 6, 2016 at 12:45 PM

To: "Donaldson, Helen" <hcd@portlandmaine.gov>

for inclusion in the PB Memo on IOZ

----- Forwarded message -----

From: **Zack Barowitz** <zbarowitz@gmail.com>

Date: Mon, Dec 5, 2016 at 7:01 AM

Subject: MMC Expansion notes for the Planning Board meeting Tuesday night

To: jf@portlandmaine.gov

Cc: Tuck O'Brien <tuckobrien@me.com>, Damon Yakovleff <Damon.yakovleff@gmail.com>, Nikki Anderson <n.annetteanderson@gmail.com>, Norman Maze <nmaze@shalomhouseinc.org>, Emma Holder <pna@parksideneighborhood.org>, Anne Pringle <oldmayor@maine.rr.com>, Ian Jacob <iancasperjacob@gmail.com>

Jean,

Please review the following points for the Planning Board to consider in conjunction with the proposal to expand Maine Medical Center:

1. Implementation of the Libbytown traffic study, particularly the **restoration of two-way traffic on Congress Street between 295 and St. John Street**. Currently, the one-way streets are serving to divert through traffic *into* downtown. The current traffic alignment simply would not work. What's more, ambulances get stuck waiting for trains (this is a common enough occurrence that I was able to snap a picture--see attached). Thus, MMC needs to get on board with the traffic study recommendations for the expansion plan to work.

2. I wrote a column for the *Phoenix* outlining how the current agglomeration of **Maine Medical is blighting the surrounding streets and neighborhoods**. Were expansion to continue in the same manner the blight would undoubtedly spread and any economic development would have to be counter-balanced by decrease in value of abutting areas (e.g; tax revenue). You can find the article below or link to it [here](#). My suggestions:

- Improve the streetscape for pedestrians and develop vibrant commercial spaces (24-hour cafe, pharmacy, restaurant, beauty salon) on Congress Street around the new entrance.
- Set backs to create a human-scale feel
- Buildings overhanging sidewalks (like in the wild west, to provide protection from weather)
- Heated sidewalks (currently they salt the heck out of the area with is costly and environmentally destructive)

3. Convert the surface parking lot on Brackett/Vaughn be turned into **housing**.

I have copied members of adjacent neighborhood association on this message.

Thanks,
Zack

Sick Building: The Maine Medical Center's \$512,000,000 Expansion

Maine Medical Center dug through its couch cushions and came up with \$512 million to spend on an expansion of its Portland campus. Although the plan doesn't add any new beds, it does call for 128 new rooms — which the hospital must have in order to meet new demands of patient care and stay competitive in a growing industry.

In addition to being a renowned hospital, Maine Medical Center is one of the largest employers in the state. So when it says it wants to build, it's fairly easy for officials to respond "how high?"

MMC's proposed expansion will create hundreds of jobs in the health care, construction and IT sectors. But those jobs come at a cost, and those that pay are unlikely to reap many benefits; a large hospital's effect on a neighborhood can be akin to having a cement block dropped on a flower pot.

So why is this?

Hospitals are notoriously among the most difficult types of buildings to design. The sheer volume of people, technology and movement, coupled with the turnover of all of the above, make their containment nearly impossible. Throw in the challenge of creating a building that is both sterile and uplifting, and it's enough to drive the most talented designer to review RFPs for wastewatertreatment plants.

Given the difficulties and contingencies of designing a hospital, it's little wonder that their exteriors often appear an afterthought. Situated high upon the Western Promenade, Maine Med's current configuration is an undistinguished agglomeration of stark Modernist edifices and brutalist parking structures crowded around a (somewhat gloomy) original 1874 structure. Fortress-like

facades have rendered blight beyond the castle walls to the boundary streets below. Gilman, Congress, Crescent, Wescott, Bramhall and Forest streets are all fairly run-down and have been for decades despite their proximity to some of the most valuable real estate in Maine.

Portland-area residents have every reason to be concerned with the planned Maine Med expansion; the shadows will loom longer, the winds will whip colder, parking garages will become larger, and the traffic will grow denser — adding to the spread of decay.

Ironically, the westward roll of commercial and residential development along Congress Street from Longfellow Square to Thompson's Point is hot, with hundreds of proposed housing units, restaurants and (of course) breweries. The break in the path is smack in the area designated for the bulk of the expansion. The quarter-mile stretch of Congress Street from Salvage BBQ to Bramhall Square has just two commercial spaces (La Bodega Latina and Portland Glass), not including the permanently "unfinished" storefronts in the MMC parking garage. The blight is attributable to a monotonous pedestrian experience: a steep hill, fast traffic and bleak streetscape of retaining walls and parking garages. It should come as little consolation that a recent beautification effort included hanging banners declaring competency in "Urology," "Gynecology" and "Cancer."

Were this projected expansion slated for an isolated green expanse (such as the MMC Scarborough campus), the peripheral pedestrian experience would be of little consequence. But in a dense urban environment, great care must be taken to scale and form but also to use.

Far from being a monument that sucks in automobiles, the hospital necessarily should learn how to interact with the street, starting with an improved pedestrian experience that heals the neighborhoods on its borders. Street-level commercial development — visitors' cafe, gift shop, pharmacy, restaurant and even a bookstore — will not only better serve hospital customers but make for a healthy bottom line, both for the institution and the city as a whole.

--

[207-838-6120](tel:207-838-6120)

[917-696-5649](tel:917-696-5649)

ZacharyBarowitz.com

ATTENTION:

The information in this electronic mail message is private and confidential, and only intended for the addressee. Should you receive this message by

mistake, you are hereby notified that any disclosure, reproduction, distribution or use of this message is strictly prohibited. Please inform the sender by reply transmission and delete the message without copying or opening it.

--

[207-838-6120](tel:207-838-6120)

[917-696-5649](tel:917-696-5649)

ZacharyBarowitz.com

ATTENTION:

The information in this electronic mail message is private and confidential, and only intended for the addressee. Should you receive this message by mistake, you are hereby notified that any disclosure, reproduction, distribution or use of this message is strictly prohibited. Please inform the sender by reply transmission and delete the message without copying or opening it.

--

Jean Fraser, Planner
City of Portland
874 8728



IMG_0947.JPG
409K



Jean Fraser <jf@portlandmaine.gov>

Notice From City of Portland Regarding - Vicinity of Maine Medical Center Questions

1 message

Karen Snyder <karsny@yahoo.com>

Wed, Dec 7, 2016 at 2:39 PM

Reply-To: Karen Snyder <karsny@yahoo.com>

To: "jf@portlandmaine.gov" <jf@portlandmaine.gov>

Jean,

I have yet again got another notice of more development that affects me in the City of Portland.

This unnecessary yet huge Maine Medical Center project, what streets will this proposed development actually be on and how far and up does it go?

What exactly is an IOZ ordinance and does it actually protect local residents or yet once again allow developers to trample on the quality of life of residents?

Regards,

Property Owner on Gilman St.
K. Snyder

the Saint John Valley Neighborhood Association

Concerns regarding MMC proposed expansion

Project announcement

- Lack of transparency
- MMC is in breach of the current contract zone agreement (CRA) by failing to apprise members of the MMC Neighborhood Council of hospital development plans as mandated by the contract.
- How do we enforce the rules going forward?

Project design

- What will the new structures look like?
- At what point and in what forum will neighborhood input be considered relative to design, location, size and scope of the project?
- Neighborhood integration is important especially height
- How will traffic be affected?
- What will happen to current green space?
- Are there plans for streetscapes?

Proposed 13 story parking structure

- It's too big
- It doesn't compliment the existing buildings in the neighborhood
- Increase in traffic (How will this be managed?)
- Increased pollution
- Increased noise levels
- Reduced property values
- Contrary to neighborhood goals of enhanced livability and walkability
- Negative effect on sunlight and wind patterns
- Why haven't alternatives to this plan been proposed?
- Lack of security in current parking structures which leads to...
- Prostitution
- Drug use and public drinking
- Graffiti
- Suicide attempts
- Littering

Construction management

- How will the demolition of current structures be performed?
- How will demolition effect local residencies and businesses?
- What are the phases of construction? and How long will each phase of construction last?
- How will construction effect local residencies and businesses?
- How will any damage to local residencies and businesses be handled? (Remember the crane that toppled in 2006 crushing a house whilst the new MMC maternity wing was being built?)

- Baseline reads on our properties?
- Where will construction materials be stored?
- How will construction impact street parking?
- Where will construction workers park?
- What are the guidelines for acceptable noise levels during construction?
- Are there any provisions for loss of income to local businesses? and loss of rent due to tenants moving on?

Future planning

- What is MMC's master plan?
- They have already told us that they will need more parking and more beds in the future. What is their plan to accomplish this?

moses sabina <mosessabina@yahoo.com>

Nov 22 (7 days ago)

to Garry, Tuck, stjohnvalleyne., Helen, me

Please add impact to resident parking to that list. As of now, parking is at a premium, and next to impossible to find a spot when there is no parking on one side of the street. Happy Thanksgiving! -Moses

[12.13.16- St John Valley Neighborhood Association confirmed as public comment for 12.13.2016 PB Workshop]

Hello Jean, If possible pls incude my memo in tonight's Planning Board workshop. Thank you . Sarah Martin

Sarah Martin <BOCCafe@hotmail.com>

Tue, Dec 13, 2016 at 2:30 PM

To: "jf@portlandmaine.gov" <jf@portlandmaine.gov>

Memorandum

To: City of Portland Planning Board

From: Sarah Martin Valley Street, Portland Maine

Re: MMC Expansion

Date December 13, 2016

As an owner and occupant of a two family 1880's era home, I have great concern over the size, the scope and the likely negative impacts of Maine Medical's proposed expansion.

During one of the recent construction projects the constant driving of pilings, disturbed not only our tenants quiet enjoyment but the actual plaster in our home. Additional negative experiences included the use of surface lots in our neighborhood as trash covered construction dumps wrapped in broken and bent chain link often with torn, flapping, often vandalized green mesh. The precious few parking spots available to residents in the neighborhood were diminished by contracted workers and we all had the overall feeling that we were living on a construction job site for many months at a time.

While I agree that there may be some added value to the neighborhood by relocating the main entrance to Congress Street, the mere consideration of a thirteen story parking structure abutting our R6 neighborhood seems completely out of touch with the hospital's spoken commitment to being "good neighbors".

Thirteen stories? I'm sure that the planning board is aware of this but consider for a moment a comparison in size.

The Holiday Inn on Spring Street-Eleven stories.

Peoples United Bank next to the library-Eleven stories.

Deering Pavillion-Eleven stories.

Portland House Condominiums -Eleven stories.

The Westin Portland Harborview(the old Eastland)-Thirteen stories

One City Center-Thirteen stories.

In fact there would only be three buildings in the entire city taller than this proposed structure, Franklin Towers, The Time and Temp building and Back Bay Towers.

I completely understand that the useful life of the existing employee garage is at its end. However, to expect to move 1,280 parking spots across Gilman street into a thirteen story parking structure higher than the treetops and towering over our buildings on Valley, Gilman and A Streets is just too much.

If we estimate a hundred cars per level, then why not dilute the impact a tower would have by relocating spots to other locations? The South lot on Bracket and Vaughn currently holds 400 cars. If the hospital were to go up one deck high in that lot, we have just reduced the tower to nine stories. Two levels brings the Gilman block proposal down to five!

I think the hospital owns the lot known as the Classic Eye lot on the one way section of Congress across from the jail entrance...about a hundred cars. How about developing a couple of stories of parking there? Two levels and we are down to seven stories on the Gilman lot. Another thought would be to lift the constraints of the current Contract zone and allow the hospital to purchase the properties on either side of their 887 Congress Street property to develop office/retail and parking in a structure similar in design to their surrounding buildings. This too would make more sense than pushing the development directly into the shadow of the residential piece(peace) of our neighborhood.

December 11, 2016

To the Portland Planning Board:

We are property owners of 8 A Street and co-owners of two businesses in the area effected by MMC's proposed expansion. We are writing about the impact of Maine Medical Center's construction plans within our neighborhood. We ask for your serious consideration to the many concerns we have about this project.

Parking Garage -

We oppose any changes to the MMC's zoning that would allow building heights to increase, especially as it pertains to the proposed parking garage on the Gilman Street lot. Our home, which we bought in 2006 and have spent considerable time and money renovating, is directly across the street from this lot. The proposed height of this garage would dwarf the residential buildings adjacent to it, encourage more traffic, and detract from the livability of the neighborhood. We feel certain that it will reduce our property values, increase pollution from car exhaust, become a hot spot for criminal activity and encourage further economic decline within the neighborhood.

One of the recommendations from the 2008 Peninsula Traffic Study was to enact parking policies that will decrease traffic volumes and “construct and promote remote parking, connected to downtown by frequent, reliable transit”. Where is MMC's progressive initiative to encourage remote parking and ride-sharing for it's employees? Rather than working with the city to reduce traffic congestion, MMC plans to build a larger garage which will only guarantee an increase in congestion on Portland's roadways. The more parking is made available for MMC's employees, the more its employees will drive into our neighborhood every day. We as residents would like to encourage a new plan that would make use of MMC's Scarborough campus or another remote commuter lot to reduce the congestion we witness every day in this neighborhood. At the very least, we ask that MMC build a replacement garage on the current location, set into the hillside, or increase the size of the existing garage on Forest Street. There are multiple options available that will avoid placing a giant parking garage the center of the neighborhood.

MMC Main Entrance -

We have been working with our neighbors for the last several years to make the neighborhood more livable. We have a vision which includes walkability, traffic calming, residential development, green spaces, and crime reduction. We see the neighborhood as being a distinct area of Portland with it's own appealing character and attractions, including the Inn at St. John, Sea Dogs, Salvage BBQ, and Pizza Villa. Having the main entrance to MMC located here could introduce many new challenges which would run contrary to our vision. There are many questions that will need to be answered before we can support the proposed location for the main entrance. For example, what will the hospital do about visitors and employees on the public streets smoking, littering and using parking spots that would ordinarily be available to residents without driveways? What will the structure look like and will it be in keeping with the scale of surrounding buildings? What will the hospital do to ensure minimal disruption to residents and business owners during the construction phase? How will green spaces be integrated into the design? Whatever plan comes to pass, we encourage MMC to be as transparent as possible and consider the goals of the neighbors who live and work in this neighborhood.

Sincerely,

Jenny MacKenzie and Garry Bowcott
8 A Street

1/10/2017

To the Planning Board,

After reviewing the Institutional development plan presented on 1/10/17, we have noticed some areas of concern regarding the proposed parking structure on the Gilman street block.

- A 13 story parking structure will stand out like a sore thumb in a residential neighborhood where the tallest building is 4 stories.
- There is no proposal for a setback to integrate the parking structure with the surrounding businesses and residencies.
- If fig 4.2 on page 41 is correct and the trend of employees utilizing alternative forms of transport continues then MMC will see a reduction in parking needs moving forward. Will we end up with a parking structure that is obsolete and cannot be used for any other purpose? Why are they proposing a larger parking structure if the demand for parking is decreasing over time?
- MMC has not offered any other solutions to their parking needs. There are numerous options available to them such as construction on the Vaughn Street surface lot, additional levels on the Forest Street lot and footprint expansion. All of these options are supported by the Saint John Valley Neighborhood Association but for some reason MMC refuses to acknowledge them as options.
- As the city is obviously in a state of rapid development, we need to start making wise decisions regarding parking and it's integration with neighborhoods. If we allow MMC to construct this parking behemoth we are destroying the livability of a neighborhood via pollution, traffic congestion, crime, decreased sunlight and street level interaction.

Please take these concerns into account as you consider MMC's institutional development plan.

Sincerely,

Garry Bowcott
8 A Street
Portland, ME
04102

1.9.2017

To whom it may concern,

I am writing to you about the proposed MMC construction project. As a business owner at 919 Congress St, Salvage BBQ I have concerns regarding how this will impact my business. Right now we have tremendous sunlight that illuminates the restaurant from the South and west. Increasing building heights in the neighborhood will block this light and impact our business negatively. We have worked hard to make our business a success in a neighborhood that was neglected and not seen as a viable business center. There was a similar attitude in Longfellow square when we opened Local 188 in 1999 and now Longfellow Square is a bustling mecca of restaurants and bars. I would like to see the same trend continue down Congress Street but the proliferation of institutional buildings impedes the type of pedestrian activity necessary to create such an environment.

I am also concerned about my business being disrupted during a lengthy construction phase. What are the plans for demolition of the existing buildings? How will traffic be impacted? How will pedestrian access be impacted? How will noise levels be managed?

Jay Villani
Salvage BBQ
919 Congress St.

My name is Tim McNamara and I live at 251 Valley Street.

I've read through the draft IDP submitted by Maine Med and have several questions relative to the rhetoric and the data offered in Chapter Four-Parking and Transportation.

My understanding is that the hospital needs to substantiate their request for change of zoning by proving need. I believe that the Chapter Four is an attempt to show that the hospital is doing all they can to reduce the number of vehicles on campus yet prove they still have the need to park 1,100 employees on Gilman Street. I write to challenge the positions taken by the hospital in Chapter Four.

At a December 6th meeting of neighbors, senior hospital management and City staff, we discussed ideas of alternatives or incentives offered by the hospital to employees to reduce the number of single passenger trips to and from campus. Our thought was ...fewer single passenger trips-fewer spots required in the new garage. Minutes from that meeting, recorded by hospital staff, reflect that Maine Med President Rich Peterson *"acknowledged that thought will be given to trying to provide additional incentives to Maine Med employees to car pool, bike or use other means of alternative transportation"*. ...it was even discussed as to whether we are asking the hospital to alter societal norms embedded around car ownership and use or to attempt to change our behaviors.

At that meeting, senior hospital management made no reference to any Alternative Transportation Plan in place and certainly no mention of the "Get on Board" program. "Get on Board" is the program that Chapter Four hails as a *"focus of institutional policy."* and *"an integral part of the fabric and culture of MMC"* (See pages 39/41of Draft IDP)

In the 2005 CRA between Maine Med and the City, Chapter 18 requires that *"an analysis of effectiveness and functioning of the Alternative Transportation Plan shall be provided* (by the hospital)*to the City Council's Transportation Committee on an annual basis.* " I've reviewed agendas and minutes from that committee dating back to 2013.

Nowhere can I find a reference to a hospital report on the functioning or effectiveness of any ATP.

As residents who will be directly impacted by a 13 story garage plopped down in the middle of our neighborhood, we have asked the right questions and made the right suggestions relative to reducing single passenger trips without hearing from the hospital of any plan in place to achieve such. Then out of nowhere, Chapter Four of the IDP asks us to believe that in 2015 the hospital has "incentivized" 35 % of their employees, up from 14% in 2008, to commute to work by means of something other than a single occupancy vehicle trip?

From 14% to 35% in seven years? Pretty spectacular. Where did these numbers come from? If we are to believe these numbers, then can we anticipate that in five years that number will be 50%? then 65% ten years from today?

The problem is we can't believe these numbers.

In 2015 they claim that 1,571 employees participated in the program. They claim that that amounted to 35% of their employees. That would be true if the hospital employed 4,488 people. The Maine Med Website claims that they employ more than 6,000 people. So the real number is closer to 25% participation in the program. The percentages are off from the first year of their reporting. (2008, 648 participants reflected as 14% of all employees. More like 10%)

The number of employees they claim to be riding their bikes to work in 2015 is 229. Yet they only have the capacity to store 184 bikes.

The number of employees using “ride share” in 2015 is 1, 021. Let's say every one of those ride-share participants carpooled to work with two other people, (unlikely as that may be) that would mean according to Chapter Four, that 340 cars would *“be given access to preferred parking in a gated, ID card access only area of the Employee garage that connects directly to the main lobby on the ground floor of the hospital.”* 340 Cars? That's well more than a quarter of the total spots available in the current garage and would be physically impossible to accomplish.

The bottom line on Chapter Four is that the numbers and the stories just don't add up. I would encourage the Planning Board to kick the entire Chapter back to the hospital for a complete overhaul and to demand validation of their data so an accurate and legitimate parking and transportation baseline can be established .

Thank you.

Re: PB Workshop 1-10-2017 Institutional Overlay Zone (IOZ)/MMC Institutional Development Plan

1 message

moses sabina <mosessabina@yahoo.com>

Tue, Jan 10, 2017 at 12:04 PM

Reply-To: moses sabina <mosessabina@yahoo.com>

To: Jean Fraser <jf@portlandmaine.gov>

To the Portland Planning Board:

My name is Moses Sabina, I am an owner/resident at 4 Gilman Street. I have attended MMC Neighborhood Council meetings quarterly since the inception of the council. The purpose of that council is to keep the neighbors of MMC apprised of any and all MMC developments.

In the case of these development plans, the council members were made aware of the plans three days before they were printed in the Press Herald. Neighbors were given no opportunity to be involved in a constructive dialogue to help MMC develop their needs with minimal impact, or even some improvement to the surrounding neighborhoods. Unfortunately, this selfish "close to vest" behaviour is exactly why the neighborhood council was created in the first place, and why it is all the more mockery now that MMC has dismissed including neighborhood representatives in an important discussion which should have included all the options for addressing their parking needs.

I ask you to consider their blatant disregard for their neighbors when you review their plans for the thirteen story dark tower they want us to live next to. I ask that you not give any variance over the height restriction in the current zoning until all other options for parking have been thoroughly vetted, regardless of the cost to MMC to divide the parking between more than one location. Otherwise, it will be the neighbors suffering the the long term price of this development plan.

Respectfully,
Moses Sabina

From: Jean Fraser <jf@portlandmaine.gov>

To: "Fraser, Jean" <jf@portlandmaine.gov>

Sent: Friday, January 6, 2017 5:42 PM

Subject: PB Workshop 1-10-2017 Institutional Overlay Zone (IOZ)/MMC Institutional Development Plan

Hello

I am sending this e-mail to those who sent me written comments on the proposed IOZ zone and/or on the MMC plans for expansion back in December, or who have contacted me about the proposed IOZ ordinance.

MMC have requested a zone change in order to expand/modernize - and the new IOZ ordinance is the City's proposed process - with an aim to provide a clear, predictable growth management structure for institutions that would allow flexibility but also require proactive planning and a more transparent and defined mechanism for understanding and addressing community concerns. As currently drafted, only the main campuses of

Re: UNE

My name is Robert P. Fuller, a resident, taxpayer and owner of #37 College Street. With the possible exception of parking and traffic, it is doubtful that anything planned in the immediate vicinity of College Street would be an issue except to its property owners. But a concern of one should have the same weight as an issue for many.

Back in December 2011 one of the Vice Presidents said that UNE wanted to become more responsible. Hopefully that translated into going to be more responsible and that means to all of us. In theory and in practice leaders of organizations are supposed to reach out into the community and not allow any one subordinate to create an adversarial role with the neighbors. Does anybody want a repeat of the hoo-rah on the Biddeford campus about 15 years ago?

In a 2011 magazine interview, the president of UNE said that they were just about where they wanted to be in terms of size. A year later, as part of an application submission, UNE said that they had been unsuccessful in being able to squeeze any more parking on the main campus.

Based on those two statements, there should be no changes from my bound toward Ginn and McDougall Halls on the west or for at least 25 feet out from the #33-37 College Street north line. Finally, the north side of College Street itself and sidewalk would remain where they are now. This is the way it should be. Remember, the greatest material investment for most of us is our real property. This is true for myself and my sister at #33-35 College Street.

When you review for the overlay and master plan for UNE, do not forget US residents. When you review according to a set of standards, do the parts add up to a whole? Does it look sensible? How does it fit with the human condition? There is no good reason, with proper planning, that UNE and all its neighbors cannot peacefully coexist in the same surroundings.

Robert P. Fuller

January 5, 2017

**Western Promenade Neighborhood Association
Comment to Planning Board re IOZ**

1/10/17

Members of the Board, my name is Anne Pringle and I am commenting on the proposed IOZ framework on behalf of WPNA.

To echo David Eaton, I want to publicly thank MMC for agreeing to be the guinea pig for this new zoning concept and process. As some of you may know, there was a very contentious process when the Conditional Zone was approved. To date, this process and the dialogue has been much more open and we appreciate the early engagement.

Rather than comment on the specifics of the MMC IDP proposal, which will get a lot more scrutiny later and which I do think reflects the IDP framework, I want to comment on a few elements of the proposed IOZ framework:

First **institutional encroachment** has been a big issue in our neighborhood with two major institutions, MMC and Waynflete. The existing zoning protections, I think staff would agree, is inadequate as it gauges the impact of encroachment on a building-by-building basis, rather than on cumulative impact. The Waynflete IOZ recognizes this and precludes, I believe, school uses in buildings outside the zone boundary. So, the school cannot purchase or have donated a building outside the zone. To avoid institutional encroachment, WPNA believes the new IOZ should preclude institutions from purchase or acceptance of donations of properties outside the proscribed zone, except for the sale of properties to free up funds for institutional uses within the IOZ..

If an institution already owns property outside the IDP boundary, those properties should be identified and a plan, even a long-term plan, identified to relocate the institutional uses in those buildings to the IDZ area or a location outside a residential zone.

Second, it is recognized that these institutions have a major traffic and parking component. Since they each exist in already developed contexts, to a large extent

residential, significant and creative efforts should be made to reduce dangerous traffic impacts parking demand and assure that parking does not dominate the area and utilize land that might later be needed for institutional growth, leading to a subsequent request to expand the IDP boundaries.

Third, it has been suggested that MECA be included among institutions subject to the IOZ framework. With more residential housing downtown, the impact of MECA on its context should also be subject to the scrutiny that the proposed IOZ framework sets forth. Similarly, Waynflete should also be subject to the IOZ framework and process, should it at some point wish to revise its Overlay Zone.

Fourth, I have come to understand, through litigation, that purpose statement, no matter how helpful in understanding the basis for legislative action, have no legal import. In the proposed purpose statement I see some very good language that I believe should be pulled forward into the text to provide more explicit definition in the IOZ framework requirement, for example the reference to “carefully planned transitions”

Finally, there is no question that each of these institutions, including the two suggested to be added, are very valuable elements so our community. What the Board is seeking is to establish balance and predictability for both the institution and its neighborhood contact.

Public Comments on MMC Institutional Development Plan

1 message

toddmalexander@gmail.com

Mon, Jan 16, 2017 at 6:54

<toddmalexander@gmail.com>

PM

To: "jf@portlandmaine.gov" <jf@portlandmaine.gov>

Cc: "basak.alkan@perkinswill.com" <basak.alkan@perkinswill.com>, "Western Prom Neighborhood Association <oldmayor@maine.rr.com>" <oldmayor@maine.rr.com>

Jean: Comments on MMC's draft IDP;

Generally, I am supportive of the long-term plan to;

- i) create an IOZ to govern future campus development
- ii) shift development activity to the Congress Street corridor
- iii) allow for greater density and/or building heights along the Congress Street corridor to accommodate the plan

Either as a condition of an IOZ and/or included as a provision within the IOZ, the city should consider requirements for MMC to address the following;

- i) Real estate holdings in abutting residential districts that may not be located in the areas covered by the IOZ. More specifically, the city could require MMC to develop and implement a divestment plan for those non-core properties that most directly impact predominantly residential neighborhoods. Properties that could be addressed in that plan; 19 West Street, 112 West Street, 94 and 98 Chadwick, and 227 and 231 Western Promenade.
- ii) Hospital vehicle traffic in the Western Prom neighborhood generated from users of the South Parking Lot. One possible solution is to create an exit-only ramp/lane from the South Lot onto Vaughn street (far southeast corner of

lot). This will eliminate a high volume of hospital vehicle traffic on Chadwick and West Streets.

iii) Inclusion of residential uses in any future redevelopment plans for the South Lot. This parcel serves as the natural transition from institutional/commercial uses located to the north and west to residential uses to the south and east. Any future development in this location should further reinforce and compliment this transition. The size of the lot allows for an orderly change in property types from commercial/institutional...to mixed use...to residential. The residential development requirement could be structured to directly complement MMC's operations; housing for residents and staff, extended stay housing for visitors, etc.... One way to regulate a requirement for residential uses for the South Lot is through trigger/performance mechanisms, such as; for every X thousands of SF of non-residential space proposed for this lot, MMC is required to create X units of housing.

Respectfully,

Todd M. Alexander

3 Carroll Street

Sent from [Mail](#) for Windows 10

CORRECTION - MMC Neighborhood Meeting Held on January 18, 2017

1 message

Karen Snyder <karsny@yahoo.com>

Thu, Jan 26, 2017 at 5:01 PM

Reply-To: Karen Snyder <karsny@yahoo.com>

To: "Deborah S. Boroyan" <BOROYD@mmc.org>, Jean Fraser <jf@portlandmaine.gov>

Cc: Saint John Valley Neighborhood Association <sjvna1@gmail.com>

There is a correction in point 2 (two) below. I added a sentence to the end of the point. "These window replacements should be paid for by MMC."

Karen

From: Karen Snyder <karsny@yahoo.com>

To: Deborah S. Boroyan <BOROYD@mmc.org>; Jean Fraser <jf@portlandmaine.gov>

Cc: Saint John Valley Neighborhood Association <sjvna1@gmail.com>

Sent: Thursday, January 26, 2017 3:02 PM

Subject: Re: MMC Neighborhood Meeting Held on January 18, 2017

Hi Deborah and Jean,

During this MMC neighborhood meeting, it was said that the construction would span a 5 year time frame. This is not sustainable for the health of property owners and tenants to live through 5 years of construction on Gilman St and Valley St.

As a property owner on Gilman street, the proposed MMC's development proposal is causing quite a lot of stress and concerns amongst the local residents.

Depending on what the final agreed proposal and what is acceptable to property owners, the below needs to be considered for this development proposal to ease the stress, health concerns, and quality of life impact of any construction around Gilman and Valley St.

1) Construction noise should only allowed from Monday to Friday between 9am and 5pm. There should be NO construction on weekends. Residents need the weekend to decompress and destress. If not, the health and quality of life of residents will be compromised.

2) Prior to construction, all houses on Gilman and Valley street, the windows are to be replaced with soundproof windows. If the parking garage is made up of concrete, this means alot of noise and debris will be generated in the air. The properties around this area must not be comprised by hazardous abatement and noise. These window replacements should be paid for by MMC.

3) Because MMC employees use the Gilman street sidewalk constantly, for safety concerns, MMC needs to provide sidewalk lighting on this street.

4) The construction vehicles should be prohibited from parking on Gilman or Valley Street. Construction workers should be required to park in an off site parking lot and bused in just like MMC employees. The parking of construction vehicles is a nuisance for property owners because I have all ready had to experience this for the last 2 years on the East End.

5) There are concerns as to how are the property owners suppose to advertise for future tenants knowing that MMC is proposing a 5 year construction time frame? How are the property owners suppose to retain tenants if tenants don't want to put up with the constant noise and debris that will be generated? When someone buys or rents a property, there is an expectation to be considered and that is the law of NUISANCE "If a nuisance interferes with another persons quiet or peaceful or pleasant use of his/her property" It maybe the basis for a law suit ordering the person or entity causing the nuisance to desist (stop) or limit the activity. This is a huge concern as a property owner renting to tenants. MMC needs to address these concerns.

As indicated above, no matter what the final decision is on this proposal, the above issues must be addressed by MMC with solutions which have to be agreed upon by the neighborhood residents.

Regards,
K. Snyder
24 Gilman

From: Deborah S. Boroyan <BOROYD@mmc.org>
To: "'karsny@yahoo.com'" <karsny@yahoo.com>
Sent: Wednesday, January 18, 2017 12:18 PM
Subject: MMC Neighborhood Meeting

****This e-mail is being sent on behalf of Rich Petersen.****

Dear Neighbor,

Thank you for attending the Maine Medical Center Neighborhood Meeting on January 12, 2017. We hope that you found the meeting informative and we are looking forward to continuing our dialogue about this important project.

The input you provided before the Neighborhood Meeting, relating to traffic patterns, pedestrian and bicycle routes, and the amenities you most value in your neighborhoods, is being reviewed by Basak Alkan, the Urban Planner who is assisting with the development of MMC's project and advising on how that project can best interact with our neighborhood.

MMC is committed to transparency and being a thoughtful neighbor while planning for these important enhancements to our facilities and ability to meet the health care needs of our community.

Please go to <http://www.mmc.org/modernization> for more information and updates about this project, including additional Neighborhood Meetings.

Regards,

Rich Petersen

Deborah S. Boroyan
Executive Assistant to the President
Maine Medical Center
(207) 662-2491
boroyd@mmc.org

CONFIDENTIALITY NOTICE: This email message, including any attachments, is for the use of the intended recipient(s) only and may contain information that is privileged, confidential, and prohibited from unauthorized disclosure under applicable law. If you are not the intended recipient of this message, any dissemination, distribution, or copying of this message is strictly prohibited. If you received this message in error, please notify the sender by reply email and destroy all copies of the original message and attachments.

37 College Street
Portland, ME 04103-2617
January 23, 2017

Neil Donaldson, Senior Planner
City of Portland
Planning Division
389 Congress Street
Portland, ME 04101

Dear Neil Donaldson:

This is my reply to the proposed Text of the Institutional Overlay Zone (IOZ). This was part of a memorandum dated January 6, 2016 (2017).

P.2 Institutional overlay zone text

In the first place, all four institutions concerned, in the spirit of "Total Transparency", should, if not already done so, furnish available as public record all applicable copies of their Charter, articles of incorporation, bylaws, etc., including those still in force from predecessor organizations. In this way the public will know what activities the institutions may or may not do.

P.2 IV 1c purpose - Insert the words "abutting or" before the word "surrounding." In this manner the reading will be - "... integrates abutting or surrounding neighborhoods ...".

The insert is necessary to protect the integrity of the privately owned parcels of #33-37 College Street. These properties are probably in a unique situation where they surround nothing. For the last two years it is UNE that surrounds these parcels of land, unaltered, a minor technicality such as this, could lead to those parcels of land not being recognized as a neighborhood at all and shut out of the planning process. Therefore, a neighborhood is one or more privately owned parcels of land to include those abutting or surrounding an institutional overlay zone.

The remainder of my comments are more general in nature for the time being. It is assumed that you are looking for more headings or amplify existing ones in the Proposed Text.

P.3 Permitted use - this must mean consistent with their articles, charter, etc.

P.5 IDP - Is this the same as the term "Master Plan", which has not appeared in the Proposed Text?

P.5 IV 5d (ii) 3a - What is "TDM"?

IV 5d (ii) 3b - Does this include adding, deleting or altering parking designations on a public street?

IV 5d (ii) 4b - Does this also embrace water draining into naturally occurring soil that is present?

IV 5d (ii) 4f - Assume that this also includes offensive soundwaves along with convergence of soundwaves both as the result of one or more appurtenances such as grates, fans, generators, compressors, circulators emitting

January 23, 2017

a sound that can be detected only in a narrow area, not always at ground level.

IV 5d (ii) 5d - What is "CPTED"?

IV 5d (ii) 5f - Presume any problems to be addressed in Section IV 5e 5 and 9

P. 6 IV 5d (ii) 6c - Construction Management - Does this include liabilities resulting in damage to private property due to construction, demolition, altering, filling, contour changes - Should private property owners pay for institutional damages upon them by the above activities not covered by their insurance? If the expansion of an institution upon a private property owner causes repeated damage claims and the insurance company raises the premium as higher risk, should the institution pay the difference between the rates since it is they who have "thrust" themselves upon the private property owner?

Likewise, where would there be an institutional maintenance clause that would totally protect private property owners against neglect (institutional owned tree falls upon private property house causing damages)?

IV 5e 5 mitigation - assume this covers changes to appurtenances and appliances already in place such as troublesome lighting, noises, soundwaves.

IV 5e 9 - Neighborhood Integration - would this be the heading under which a list of problems would be made item by item to include 5e 5 preceeding - all leading to a resolution?

That is all for now. Hope to receive your reply very soon.

Yours in sensible planning,

Robert P. Fuller

Robert P. Fuller

Fwd: Maine Med IOZ - South Lot Concerns

1 message

Melissa Knoll <melissa.knoll@gmail.com>

Tue, Feb 7, 2017 at 10:24 PM

To: jf@portlandmaine.gov

----- Forwarded message -----

From: **Melissa Knoll** <melissa.knoll@gmail.com>

Date: Tue, Feb 7, 2017 at 10:18 PM

Subject: Maine Med IOZ - South Lot Concerns

To: planningboard@portlandmaine.gov, "Ozgur Basak Alkan, AICP, LEED AP"

<Basak.Alkan@perkinswill.com>, jf@portlandmaine.gov

Cc: Anne Pringle <oldmayor@maine.rr.com>, Scott Knoll <scott.knoll@gmail.com>

Dear Jean & Basak,

Thank you for taking neighborhood comment while planning the next Maine Med expansion. We live at the corner of West and Vaughan Street, so are in very close proximity. The move to make the entrance closer to Congress St sounds like a good one. We would like to see the high volume of Maine Med traffic reduced in the west end neighborhood.

We, as well as our neighbors, have two requests as you consider zoning change:

1. Move the exit of the surface lot on Brackett/Chadwick so traffic is directed away from the West End neighborhood. It is a huge safety and traffic congestion concern. I wrote a detailed e-mail regarding our concerns on Jan. 4th which I'll forward to Jean. There is broad west end neighborhood support for such a change.
2. It appears Maine Med is asking for long term approval to put a large 75 foot tall building on this same South Lot surface parking lot (see page 35 of the Maine Med Institutional Development Plan). The height and setback of a potential building on that lot should be kept the same as the surrounding R4 and R6 neighbors. A 75 foot building with a 5 foot setback as proposed on their plan would be enormous. Please keep the maximum height at the same level as the current R-6 & R-4 zone.

We could put together a neighborhood petition if this helps our case. Let us know if you think this would be valuable.

Thank you,
Melissa & Scott Knoll

Fwd: Maine Med Traffic Volume & Safety Concerns from Chadwick Parking Lot

1 message

Melissa Knoll <melissa.knoll@gmail.com>
To: jf@portlandmaine.gov

Tue, Feb 7, 2017 at 10:23 PM

Here is the e-mail detailing the traffic problems caused by the South Lot exit. Frequent high rates of speed can be added to this list.

Thank you,
Melissa

----- Forwarded message -----

From: **Melissa Knoll** <melissa.knoll@gmail.com>

Date: Wed, Jan 4, 2017 at 2:14 PM

Subject: Maine Med Traffic Volume & Safety Concerns from Chadwick Parking Lot

To: Basak.Alkan@perkinswill.com

Cc: Anne Pringle <oldmayor@maine.rr.com>

Hello,

Thank you for taking the neighborhood concerns into consideration in designing Maine Med's next expansion. We have three small children and live on the corner of West & Vaughan Street in Portland, Maine. We and many of our neighbors have expressed concern about the erratic driving and large volume of traffic from the surface lot on Chadwick/Brackett West Street. All of the exiting traffic is directed toward our neighborhood from the one way exit on Chadwick, and 90% turns left down West, and then left on Vaughan.

Major problems include ~

- High traffic volume, especially at busy times of day
- Drivers are unfamiliar with the area, there is no signage back to the highways
- Drivers are distracted - many are on phones, in a hurry, have health problems, or are lost
- Cars frequently drive on West Street as if it is a one way street (like Chadwick) and drive on the left side of the road
- Cars do not come to full stops at Chadwick/West stop sign & West/Vaughan stop sign

- Most drivers have been at the hospital and are not paying full attention to driving safely or the children in the neighborhood
- Both Chadwick & the West Prom are one way streets heading away from the hospital making it difficult to access the hospital entrance, which adds to traffic congestion

Our neighborhood is young and vibrant with 10+ small children that live directly on this block. There have been several close calls already with traffic. It seems like there could be a reasonable solution to direct this unnecessary traffic away from the West Prom neighborhood. I look forward to speaking to you more about this. Please feel free to contact me and I can describe or show you the problem in more detail.

Thank you!

Best,
Melissa & Scott Knoll
83 West St
Portland, ME 04102

Comment on MMC overlay zone

Sara Anne Donnelly <sara@saraannedonnelly.com>

Feb 10, 2017 9:18 AM

Posted in group: **Planning Board**

To the Planning Board:

This letter is in regards to the proposed overlay zone that would allow Maine Medical Center to expand. I do not oppose the zone or the expansion, but as an abutting neighbor I do think it's important to call attention to trouble that we have had in convincing Maine Medical Center to be respectful of our space. I do this in hopes that perhaps provisions could be written into the overlay zone that protect the neighborhood from harm caused by the hospital and its expansion.

I live at 19 Ellsworth Street, which I have owned or managed since 2012. My two-unit home is two doors down from the current main entrance to the hospital on Bramhall Street. Soon after I bought the property, MMC banned smoking on its grounds. Since then, the neighborhood has struggled with patient and employee smokers that have effectively been pushed onto our sidewalks. There are dozens of them, particularly on warm days, smoking throughout the day at a near constant.

The hospital has met with neighborhood reps as far as I know (I was only invited to one meeting) and has reluctantly steered smokers away from some parts of the abutting neighborhood. They refuse, however, to re-establish a smoking space on their grounds, ignoring the reality that unlike other no-smoking hospitals their campus is in the middle of a densely populated area. This leaves us with a policy that is like a balloon pushed on one end that juts out on the other. The smokers that are deterred from one part of our neighborhood only migrate to another.

That's where my house comes in. Across the street, at Hill and Ellsworth, is a popular corner for employees of the hospital to smoke. This is no accident. The hospital about a year ago installed "Buttler" cigarette butt collectors at this corner, which it pays to maintain. These Buttlers are in front of private property. They effectively validate and even encourage smokers from the hospital to come to our neighborhood in front of private property and smoke. Which they do, by the dozens daily on warm days. Sitting on stoops and lounging on the sidewalk in their MMC uniforms.

The Buttlers were pitched by MMC to the neighbors (including me) as a way to collect the smokers away from the windows of those with concerns, and to gather the butts that were so many the rumor was they clogged up the sewer underneath the sidewalk. We were told that the Buttlers would be moved if there was a problem. But this is not the case.

I have spoken with six property owners or tenants around these Buttlers who have serious concerns about the effect of the smokers on our health, our quality of life, and our property value. I relaid this concerns to the hospital. To date, the hospital has done nothing to divert its employee smokers away from our sidewalks. I have particular concerns about the smoke as I work from home, my tenant is also home and is undergoing chemotherapy, and my infant daughter is cared for at home. Next door, my neighbors have a one-year old son who is also home most of the day. The smoke from the MMC employees comes into our windows almost constantly during warmer months. Over a year ago, the young mother next door and I joined a neighborhood meeting with MMC to talk about the smokers. We were listened to but nothing of substance was ultimately done. We were even told by MMC counsel to ask the smokers to move ourselves.

Next week, the owner of the property on the corner and I will finally meet with MMC to discuss the employee smokers at the corner of Hill and Ellsworth. But even if we are successful at resolving our issue, other property owners will suffer as the smokers will only migrate. The only effective way to respect the neighborhood would be to alter this flawed no-smoking policy and return a space for smokers to hospital grounds. But the hospital will not consider this. They seem to hope that we will just go away. This meeting alone is a perfect example -- it was first promised to us in October. It is only now happening, after repeated follow-ups from the neighborhood.

I recognize that the overlay zone and the expansion are a separate issue, but I am concerned that the expansion will bring more smokers to our neighborhood and that the hospital will not be held accountable for its promises to respect our health and our quality of life. I have attended a couple of the neighborhood meetings about the expansion held by MMC, and the rhetoric about respect and concern for the neighborhood is heartwarming. But if the ongoing and very real damage to the neighborhood caused by another of MMC's sweeping changes is any indication, the needs of the neighbors may ultimately be ignored.

I write this letter in hopes that perhaps there is some way the zone can be written to better protect us neighbors.

Thank you for reading, and I'm happy to answer any questions you may have.

Best,
Sara

Sara Anne Donnelly

Writer ◦ Writing Coach

M 207.632.1042 O 207.274.6848

www.saraannedonnelly.com

@SaraADonnelly



Helen Donaldson <hcd@portlandmaine.gov>

Submission of Comment Planning Board re: MMC IOZ

Zack Barowitz <zbarowitz@gmail.com>

Sun, Feb 12, 2017 at 2:57 PM

To: Helen Donaldson <hcd@portlandmaine.gov>, Jean Fraser <JF@portlandmaine.gov>

Cc: Tuck O'Brien <tuckobrien@me.com>, Jeff Levine <JLEVINE@portlandmaine.gov>, Brian Batson <bbatson@portlandmaine.gov>

Submission of Comment to IOZ

In reviewing the memo to the Portland Planning Board Nell Donaldson regarding the Draft Institutional Overlay Zone (IOZ), several items came up as matters of concern.

Section 1c clearly and rightly states that the purpose of the IOZ is to "Ensure that institutional change and growth both complements and, as appropriate, integrates adjacent or surrounding neighborhoods through carefully planned transitions"

However, several elements of the plan run counter to this condition.

Foremost among them is the amount of surface parking, particularly the proposed 13 story lot slated for the Corner of Gilman and Congress Streets. Aside from the fact that parking structures are not typically built to such heights because they can cause dizziness; the placement of an inordinately tall structure will indubitably have a detrimental effect on adjacent properties.

A simple survey of existing garages on Congress, Crescent, and Forest Streets would show adjacent properties adversely affected. So much so, that were it be the cynical policy to erect garages to devalue adjacent properties; it would allow for more cost effective future expansion. In any case; the proposal is in direct conflict with this portion of the IOZ.

Secondly; part and parcel of IOZ for an institution of the type, size, and location of Maine Medical Center is a Traffic Demand Management program (TDM). The memo states that Meghan Houdlette, PE of the firm VHB has been brought on to assist in the fulfillment of this portion of the IOZ. It is however, of some concern that in a private meeting with Penny St. Louis of MMC and Basak Alkan; Ms. Alkan told me that the hospital have "no position" on the recommendations put forth in the [Libbytown Traffic Circulation & Streetscape Study](#). This is concerning for several reasons:

- The hospital will only benefit from the implementation of the recommendations of the study
- MMC had previously endorsed the findings of the study, why the change of position?
- The adoption of the recommendations represents the bare minimum of what a 21st century TDM of a project of this scope should entail. The team should consider a

regional approach to transportation that encompasses all existing and future modes and systems including intercity park and rides, driverless cars, as well as bicycle and pedestrian infrastructure.

Finally, a graphic taken from the Public Meeting/Open House from January 12, 2017 shows a circular "1/4-mile walk radius" from surrounding areas to the MMC campus. However, the perimeter seems to reference an arbitrary center point within the MMC campus. To wit, the distance from a perimeter point on Grant Street to the nearest edge of the campus is twice that of one taken on Saint John Street. As such, the map is not terribly accurate and not as useful a tool as it could be.

Thank you for your kind attention to these matters.

Zack Barowitz,
Huntress Street

--

[207-838-6120](tel:207-838-6120)

[917-696-5649](tel:917-696-5649)

ZacharyBarowitz.com

ATTENTION:

The information in this electronic mail message is private and confidential, and only intended for the addressee. Should you receive this message by mistake, you are hereby notified that any disclosure, reproduction, distribution or use of this message is strictly prohibited. Please inform the sender by reply transmission and delete the message without copying or opening it.

Re: Institutional Overlay Zone (IOZ) PB memo for 2.14.2016

1 message

Timothy wells <welmaurya@gmail.com>

Mon, Feb 13, 2017 at 9:44 PM

To: Jean Fraser <jf@portlandmaine.gov>

Jean,

A couple of comments about the Institutional Overlay Zone draft.

1. I think the city should be more specific about the planning period. I noticed that several cities, including SF, Oakland, Berkley require hospitals and universities to submit 20 year plans every 5 years. I think Portland should adopt the same policy. 20 years actually isn't that long when you are planning large construction projects and forces some rigor and long term thinking about the smartest, most effective way to grow.

2. I think the city should require the institutions to answer the questions:

- a) How will expansion impact economic growth for the city, county and state?
- b) What will be the positive and negative effects on the immediate surrounding neighborhoods? How will the plans impact property prices?
- c) What is the impact on city property taxes?

Thank you for including these for the meeting on Tuesday.

Best regards,

Tim

Tim Wells

[207-807-3876](tel:207-807-3876) MOB

On Feb 10, 2017, at 5:35 PM, Jean Fraser wrote:

Hello all

Please find attached the staff cover Memo for the Planning Board at next Tuesdays meeting, along with the final agenda for the meeting. The Memo contains the "final draft" of the IOZ ordinance text.

My name is Robert P. Fuller, owning and residing at #37 College Street. My sister owns #33-35 College Street. Together our properties comprise a neighborhood, though small in size. For the last two years, save for a public College Street, we are completely surrounded by the UNE campus. This is probably a unique situation, considering the four institutions cited for an overlay zone.

Four generations have lived in the home at #37 College Street, built by my grandfather about 110 years ago. Within our surroundings we are afforded a good view on all four sides, especially out our front window at a historic district. It is relatively safe and peaceful here on a predominately graduate campus. Traffic is usually manageable, except with special events.

Communication between the institutions and the neighborhoods need improvement. Hopefully the overlay zone process will send communications and resultant outcomes to a high level of order that the public should expect and get from an institution.

As part of the total transparency process, it should not be unreasonable to obtain from each institution information about each building and structure as to function, hours of operation, and who uses it. City oversight must insure that any activities of the institution are in keeping with its charter, articles, and by-laws.

In terms of overlay zone and institutional development process, the more details on a plan, the better for the neighborhoods. Without a detail requirement, there is always the temptation for an institution to produce vague plans. Who can say what the impact will be upon a neighborhood with changes in lighting, trees, traffic, impervious surfaces, parking, drainage, surface elevations, air circulators, vents, generators, compressors, construction or maintenance work, kinds of machinery employed, added doorways, trash removal, deliveries, pick-ups, hours of operation, converging sound waves/noises and so forth?

Setbacks, transitions and buffers are of paramount importance to all neighborhoods, no matter the size. Dimensional figures applied to bordering or abutting neighborhoods cannot be uniformly implemented with a fixed set of standards. One size does not fit all. Instead, each jog of the bounds that abut or adjoin an institution must be treated on a case by case basis.

The outcome of the overlay zone process should leave each neighborhood as good or better in terms of protection. Our neighborhood quality of life is at stake and so are our real property values.

February 19, 2017

IOZ2 messages

Anne Pringle <oldmayor@maine.rr.com>

Tue, Mar 7, 2017 at 6:05 PM

To: "Fraser, Jean" <jf@portlandmaine.gov>

Cc: "Watson, Trevor" <trevorewatson@gmail.com>, "O'Brien, Tuck"

<sgo@portlandmaine.gov>, "Sanders, Jeff" <Sandej4@mmc.org>, "Peterson, Rich" <peterri@mmc.org>

Jean,

I have been working like a house afire to get ready to go on vacation tomorrow, but have not focused as well on the IOZ text as I had hoped. My energy level is running down to zero with all that is going on just before I leave...

But see attached proposed changes, comments, and questions on the latest draft of the IOZ. As I will be away I guess they should be sent to the PB, unless staff agrees with everything and incorporates them into a new draft!...

A major concern is that the language seems to focus on accommodating institutional needs. See the language I suggest in the purpose statement to better balance neighborhood impact, **especially encroachment**. As I have noted twice, since I have learned that purpose statements have no legal import, I think this language needs to be pulled into the text. I am not sure what to make of the language in various sections about acquisition and disposition.

Re the process of engagement with the neighbors. I must say I am very impressed with our experience with MMC this time around vs. last time. Maybe it's just because we are dealing with different personalities. Jeff Sanders is very open and I believe he hears us. He is also very clear about the hospital's needs. I feel we are engaged in problem-solving, both theirs and, hopefully, ours. Hiring Basak Alkan was a great commitment on MMC's part. Maybe this kind of hire should be required to bring the institution along on the community planning spectrum...

Anne

2_28_17 revised draft IOZ

INSTITUTIONAL OVERLAY ZONE (IOZ)

I. Purpose of the Institutional Overlay Zone

The Institutional Overlay Zone (IOZ) designation provides a regulatory mechanism available to the city's four major medical and higher education campuses where an improved regulatory structure is needed to facilitate a consistent, predictable, and clear growth management process. The purposes of the Institutional Overlay Zone are to:

- a. Acknowledge that the city's major academic and medical institutions play a prominent role in the health and well-being of the local and regional community, and in order to sustain that role, these institutions need flexibility to change and grow;
- b. Encourage proactive planning for institutional change and growth which identifies and addresses likely long-term institutional needs and potential benefit to the surrounding area, city, and regional levels; and cumulative evaluates the impacts of any proposed encroachment into residential neighborhoods; and leverages while leveraging potential benefits at to the neighborhood, city, and regional level; (NOTE: VERY important to address the issue of potential encroachment. What is meant by "leverages")
- c. Ensure that institutional change and growth both complements and, as is appropriate, integrates adjacent or surrounding neighborhoods through carefully planned transitions;
- d. Support the formation and continuation of mutually beneficial public-private cooperation;
- e. Support an ongoing public engagement process that benefits both the institutions and nearby neighborhoods;
- f. Reflect Comprehensive Plan and other policy objectives; and
- g. Provide a consistent regulatory approach to all major institutions, which allows unique regulatory requirements that balance the particular needs of institutions with the needs of the surrounding neighborhood and wider community.

Formatted: Font: Bold

II. Location and Applicability

The city's four primary medical and higher education institutions are eligible to apply for designation as Institutional Overlay Zones. The Eligible Institutions are the two major hospital institutions of Maine Medical Center and Mercy Hospital and the two major academic institutions of University of Southern Maine and University of New England, their successors and assigns. Designation as an IOZ is the preferred mechanism where the Eligible Institution's proposed development is inconsistent with the existing zoning.

III. Establishment of an Institutional Overlay Zone

- a. *Application for an Institutional Overlay Zone.* Where the Eligible Institution seeks designation as an IOZ, they shall submit a zone change application consisting of two components:
 - i. An Institutional Development Plan (IDP) (see Section IV).
 - ii. A Regulatory Framework (see Section V) that would, when and if adopted, be the text and map amendment to the City's Land Use Code and Zoning Map.
- b. *Required Public Involvement.* Soon after the City becomes aware of any institutional plan to request a zone change, the applicant shall advise any abutting neighborhood association(s) of its plan to request a zone change. (NOTE: earlier notices came up at a recent meeting of about 14 NAs.) At least two neighborhood meetings shall be required. The first shall be held prior to the formal submission of a zone change

Formatted: Font: Not Italic

Formatted: Font: Bold, Not Italic

Formatted: Font: Not Italic

Formatted: Font: Not Italic

2_28_17 revised draft IOZ

application for an Institutional Overlay Zone and the second shall be held during the City's review. Meetings shall identify the concerns, if any, of affected residents and property owners, and inform the development of the Institutional Development Plan (IDP) and Regulatory Framework. Meetings shall be held in a convenient location proximate to the institution. The applicant shall provide written notification to property owners of record within 500 feet of the proposed IOZ boundary at least ten days prior to the meeting dates and maintain written records of the meetings.

- c. *Required Scoping Meeting.* The Eligible Institution shall meet with the Planning Authority after the first required neighborhood meeting and prior to submission of the zone change application to confirm the focus of the Institutional Development Plan (IDP) and Regulatory Framework, including **study areas that may be outside of the proposed IOZ boundary** (NOTE: what does this mean?). The IDP and Regulatory Framework will vary in detail and focus depending on the Eligible Institution and its particular context. The content requirements in Sections IV and V and the comments from neighborhood meeting(s) shall provide direction for the content of the IDP. The Planning Authority or Planning Board may require additional information or modify content requirements as is relevant to the Eligible Institution (see Section IV.c).
- d. *Reviewing Authority.*
- i. The Planning Board shall review the zone change application, including the IDP and Regulatory Framework. ~~A One or more~~ public workshops and a public hearing before the Planning Board are required. (NOTE: Given the size and complexity of these institutions, I think it should be acknowledged up front that it likely than more than one workshop will be required.)
 - ii. Upon recommendation of the Planning Board, the City Council shall review and consider adoption of the Institutional Overlay Zone and the accompanying Regulatory Framework as an amendment to the city's code of ordinances.
- e. *Future Institutional Development.*
- i. All new development by the Eligible Institution within the boundary of the IOZ shall be compliant with the IOZ and accompanying Regulatory Framework, consistent with the IDP, consistent with the Comprehensive Plan, and meet applicable site plan standards, unless such standards are superseded by the Regulatory Framework.
 - ii. Any use/development proposed by the Eligible Institution outside the IOZ boundary that complies with the zoning for permitted uses in that location shall be reviewed under the standards of that zone. Any use/development proposed by an Eligible Institution outside of the IOZ boundary that is a conditional use in the zone in that location shall be addressed by the IDP. NOTE: What about use/development not compliant with underlying zones, e.g the West Street transplant center?)

IV. Institutional Development Plan (IDP)

- a. *Purpose.* Any use conducted by an Eligible Institution and any construction by an Eligible Institution in an Institutional Overlay Zone shall be consistent with an Institutional Development Plan (IDP) approved by the Planning Board in accordance with this ordinance. The purpose of the IDP is to establish baseline data about institutional land uses, facilities, and services and measure, analyze, and address the anticipated or potential impacts of planned institutional growth and

Formatted: Font: Bold

Formatted: Font: Bold

2_28_17 revised draft IOZ

change. The IDP shall serve as a background document that supports the proposed Regulatory Framework and frames subsequent site plan review(s).

- b. **Planning Horizon.** An IDP shall provide the city and abutting neighborhoods with a clear outline of the anticipated or potential growth and change of the Eligible Institution for the short- to medium-term (e.g. 1-5 and 5-10 years respectively), as well as a conceptual growth plan for the long-term (e.g. 10 years plus or more); however, the specific planning horizons for each institution will be determined as part of the IDP approval process.
- c. **Content.** The IDP submission shall address the following elements unless specifically modified by the Planning Authority or Planning Board, with the scope and level of detail to be clarified at the required Scoping Meeting:
 - i. **Context Information**
 1. The institution's adopted mission, vision, or purpose statement
 2. A summary of relevant baseline data on the institution, including:
 - a) A neighborhood context plan;
 - b) An inventory of current programs and services;
 - c) A current census of the number of people using the institution (e.g., employees, enrollment, patients), with an indication of maximums and minimums over time;
 - d) An inventory and/or plan of all existing property holdings within the main campus and within the City of Portland, including an indication of functional land use links between off-campus properties and the main campus (e.g. remote parking);
 - e) An inventory and/or plan of existing facilities, including data on use, floor area, and any existing functional connections between facilities.
 3. A summary of the baseline characteristics of the existing campus and **context of the institution**, based on identified study areas, including:
 - a) A summary of existing resources, such as historic, open space, and natural resources; (Note: does this mean, for example, the Western Prom in the case of MMC? Is the intent that the IDP demonstrate that it will not negatively affect these existing resources?)
 - b) A summary of the existing transportation system, including vehicular, pedestrian, transit, bicycle, and parking supply, demand, and utilization;
 - c) A summary of existing public infrastructure supporting the institution, including demand, utilization and any capacity issues;
 - d) Relevant municipal plans, projects, and studies that may influence the IDP study area and opportunities for integrating institutional growth.
 4. A summary of public involvement in the development of the IDP, including major areas of public concern. Good!
 - ii. **Assessment of Future Institutional Growth and Change**

Formatted: Font: Bold

Formatted: Font: Bold

2_28_17 revised draft IOZ

1. A description of institutional needs and areas of future institutional growth and change, including:
 - a) Projected census of users (e.g., enrollment /employment/patient/visitor figures and anticipated variations over time);
 - b) Institutional objectives for property both within and outside the IOZ boundary **(e.g. acquisition and/or disposition)**, including an indication of any functional land use connection for sites outside the IOZ boundary to the main campus; (NOTE: I think you are trying to address my suggestion that acquisition not be allowed outside that IOZ, but I am not sure this satisfies that suggestion. Again, this is the issue of encroachment, which should NOT be allowed into residential neighborhoods.
 - c) A Development Plan addressing anticipated or potential institutional needs and physical improvements, including the proposed boundary of the IOZ and any phasing of the development.
2. Analysis and associated plans that address the following elements in terms of anticipated growth or potential impacts within the identified study area, and support the development parameters as set out in the Regulatory Framework:
 - a) Transportation and access
 - 1) An analysis of the proposed changes in parking demand, supply, and impacts to the off-street and on-street parking capacity, including an explanation of the proposed parking plan;
 - 2) An analysis of the proposed changes in vehicular, pedestrian, transit, and bicycle access routes and facilities, their capacity, and safety;
 - 3) A transportation, access, and circulation plan, representing the synthesis of the analysis, and including a program of potential improvements or set of guidelines to address access deficiencies to and within the IOZ. The plan should outline proposed mechanisms and potential strategies to meet transportation objectives, including transportation demand management, phasing, and when a Traffic Movement Permit (TMP) may be required.
 - b) Environment
 - 1) An analysis of potential **cumulative impacts** on natural resources and open spaces; (NOTE: impact of individual projects should be analyzed, as well as cumulative impact. Minor individual impacts can build up to a major cumulative impact. This is what happened with Waynflete over the years.
 - 2) An analysis of projected energy consumption, hazardous materials generation, noise generation, and similar issues as relevant;
 - 3) An environmental plan, representing the synthesis of the analysis and including a proposed program or set of guidelines for future preservation, enhancement, conservation, and/or mitigation.

Formatted: Font: Bold

Formatted: Font: Bold

Formatted: Font: Bold

Formatted: Font: Bold

Formatted: Font: Bold

2_28_17 revised draft IOZ

c) Infrastructure

- 1) An analysis of projected public utility demand and the capacity of associated infrastructure;
- 2) An analysis of projected public safety needs and projected impacts to the capacity of these services;
- 3) An infrastructure plan, representing the synthesis of the analysis and including a proposed program or set of guidelines to support sustainable growth.

d) Design

- 1) An analysis of projected impacts to neighboring properties and public spaces, including potential shadow, wind, and lighting impacts, impacts of height and massing, and impacts to natural and historic resources;
- 2) An analysis of transition areas between the institution and adjoining neighborhoods, including identification of key character defining components of the surrounding context;
- 3) An analysis of existing Crime Prevention Through Environmental Design issues and identification of how these principles would be addressed as part of the proposed campus development;
- 4) A conceptual built environment/public realm plan, representing the synthesis of the analysis and including a set of guidelines for urban design, landscape, open space, and streetscape treatments, with particular attention to the treatment of edges (both within and abutting the IOZ boundary) to achieve compatible transitions. Good.

e) Neighborhood Engagement

- 1) A plan for ongoing community engagement that represents best practices, promotes collaborative problem solving around community concerns, fosters transparency, and identifies mechanisms for neighborhood feedback and institutional accountability; Good!
- 2) A property management framework that identifies the institution's process for handling operational property issues with neighbors; Good!
- 3) Strategies for assuring reasonably transparent (NOTE: MMC was not at all transparent about the sale of the residential properties as required the contract zone. They really kept us in the dark for years on this. Need to be more explicit about what is meant by "reasonably transparent"?) communication pertaining to property acquisition and disposition in surrounding neighborhoods (NOTE: This should not be allowed - encroachment! The whole purpose of the IOZ is predictability BOTH for the institution and the neighborhood.);
- 4) A set of construction management principles, to apply to all institutional construction, that represent best practice, aim to minimize short- and long-term construction impacts on surrounding residents and businesses, and ensure a clear

Formatted: Font: Bold

Formatted: Font: Bold

Formatted: Font: Bold

Formatted: Font: Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

2_28_17 revised draft IOZ

communication strategy is in place in advance of construction.

d. *Standards of Review.* The IDP shall:

- i. Address all content requirements, unless explicitly modified by the Planning Authority or Planning Board;
- ii. Reflect the issues/topics identified in the required public process;
- iii. Demonstrate consistency with the city's Comprehensive Plan and the purpose of this ordinance;
- iv. Demonstrate how the property ownership, proposed growth, and requested Regulatory Framework relate to the institution's mission;
- v. Demonstrate that traffic and parking impacts have been anticipated and that the proposed parking provision is justified as based on an assessment of options for reducing traffic and parking demands;
- vi. Outline an approach to open space, natural, and historic resources that supports preservation and enhancement.
- vii. Demonstrate that potential cumulative environmental impacts have been anticipated and can be minimized or satisfactorily mitigated;
- viii. Demonstrate that utility impacts have been anticipated and can be minimized or satisfactorily mitigated;
- ix. Reflect a comprehensive design approach that ensures appropriate transitions with the existing or future scale and character of the neighboring urban fabric;
- x. ~~Promote~~ **Demonstrate** compatibility with surrounding uses in adjacent neighborhoods, maintain housing, and support local amenities;
- xi. **Anticipate future off-site improvements that would support the integration of the institution into the community and city-wide infrastructure; NOTE: What does this mean?**
- xii. Conform with Portland's Historic Preservation Ordinance standards for designated landmarks or for properties within designated historic districts or designated historic landscapes, if applicable. When proposed adjacent to or within one hundred (100) feet of designated landmarks, historic districts, or historic landscapes, the IDP shall be generally compatible with the major character-defining elements of the landmark or portion of the district in the immediate vicinity; and
- xiii. Incorporate strategies to support clear communication and ongoing public engagement between institutions and nearby neighbors.

e. *Approval.* Upon finding that an Eligible Institution's IDP meets the standards of review, the Planning Board shall approve, approve with conditions, or deny an IDP.

f. *Monitoring.* The IDP shall establish a schedule for reporting on IDP implementation at regular intervals of not more than ten years from the date of approval of the initial or amended IDP, and identify thresholds for IDP amendments;

g. *Amendments.* An approved IDP shall guide campus development unless and until amended. If at any time the Eligible Institutions request minor amendments (how defined?) to an approved IDP, the Planning Authority may approve such minor amendments, provided that they do not constitute a

Formatted: Font: Bold

Formatted: Font: Bold

Formatted: Font: Bold

2_28_17 revised draft IOZ

substantial alteration (How defined?) of the IDP and do not affect any condition or requirement of the Planning Board. The applicant shall apply with a written statement of the proposed amendment and proposed amended IDP to the Planning Authority, whose decision as to whether the amendment is minor shall be final. Major amendments shall be reviewed by the Planning Board. When the IDP is amended, the baseline data in the IDP shall be updated as appropriate.

Formatted: Font: Bold

V. Regulatory Framework

- a. *Purpose.* The Regulatory Framework translates the IDP into a set of clear and specific zoning requirements for the IOZ that constitute the text and map amendments to the City's Land Use Code and Zoning Map. The zoning requirements are anticipated to include parameters that guide the growth and change of the institution as well as clarify how potential impacts will be addressed, though some details may be more fully developed under site plan review.
- b. *Applicability.* The Regulatory Framework shall apply only to properties that are within the IOZ boundary and to which the Eligible Institution holds right, title, and interest. For these properties, the Institutional Overlay Zone shall supersede the underlying zoning, and all new institutional development shall be conducted in compliance with the Regulatory Framework and the approved Institutional Development Plan. Properties located within the Institutional Overlay Zone not subject to right, title, or interest of the Eligible Institution shall continue to be governed by the regulations of the underlying zoning designation.
- c. *Uses.* Institutional uses, including hospitals and higher education facilities, shall be permitted, as shall uses that are functionally integrated with, ancillary to, and/or substantively related to supporting the primary institutional use, consistent with the applicable approved IDP.
- d. *Content.* The Regulatory Framework shall reflect the information and analysis of the IDP. The content shall be tailored to address the particular issues associated with the institution and its neighborhoods. The Regulatory Framework should be succinct and use tables and graphics as possible to address the following:
 - i. *Zoning boundary of the IOZ:* The area to which the regulations apply, as shown on the zoning map, subject to other provisions of this ordinance (i.e. the map amendment to the City's Zoning Map);
 - ii. *Phasing and schedules:* Requirements that relate to particular proposed phases; a chart showing the schedule or thresholds for submitting an amended IDP (or elements of an IDP, such as a Transportation Demand Management (TDM) Plan);
 - iii. *Uses:* Clarification, as necessary, on permitted uses.
 - iv. *Dimensional Requirements:* Graphics, sketches, or standards, including details for transition zones within the IOZ boundary;
 - v. *Transportation:* Elements such as TDM trip reduction targets or contribution to area-wide TDM measures; broad parameters for ensuring pedestrian, vehicular, bicycle and transit access and safety; parking ratios and management strategies; thresholds for access improvements;
 - vi. *Environment:* The approach to the inclusion of open space and preservation of environmentally-sensitive areas;
 - vii. *Mitigation measures:* The approach to identified mitigation measures, which would be addressed in greater detail in the site

2_28_17 revised draft IOZ

plan review process; thresholds for addressing deficiencies; goals for preservation/protection;

- viii. *Design:* Graphics and standards to clarify building placement and envelope (height and massing); guidelines for integration of site features; required treatments for transition zones and treatment for all edges (both within and abutting the IOZ boundary); guidelines for establishing campus identity; and
 - ix. *Neighborhood Integration:* Thresholds and strategies for neighborhood engagement; mitigation of impacts on neighboring properties, including construction impacts; screening and buffering requirements; objectives for pedestrian linkages and safety; other requirements that address community concerns.
 - x. *Monitoring:* A schedule for regular monitoring reports on IDP implementation in accordance with the IDP.
- e. *Standards of Review:* The Regulatory Framework shall:
- i. Be consistent with the Comprehensive Plan and the Institutional Development Plan;
 - ii. Provide a clear zoning framework, using graphics and tables as appropriate, to apply to future site plan reviews;
 - iii. Provide specific regulatory statements as appropriate that respond to concerns raised during the required public involvement; and
 - iv. Outline measurable goals and thresholds for improvements or other actions identified in the IDP to be advanced in subsequent site plan applications.
- f. *Approval/Adoption.* The Planning Board shall review the proposed Regulatory Framework against the standards of review and make a recommendation on the institution's IOZ designation and Regulatory Framework to the City Council for adoption as part of this zoning ordinance.
- g. *Amendments.* A Regulatory Framework and IOZ boundary as adopted by the City Council shall remain in force unless and until amended. Amendments to a Regulatory Framework and/or IOZ boundary not brought forth by the institution as part of an IDP amendment will require a supermajority of the City Council to take effect. Amendments to the IOZ boundary or Regulatory Framework shall be reviewed by the Planning Board and adopted by the City Council subject to the provisions of this ordinance.

VI. Regulatory Frameworks of Eligible Institutions (The regulatory frameworks adopted by the Council for each Eligible Institution will be codified within this section.)



James Dealaman <jdealaman@portlandmaine.gov>

Neighborhood Concerns over IOZ IDP Process relating to existing Contract Zone Language

1 message

stjohnvalleyneighborhood <stjohnvalley@live.com>

Mon, Mar 27, 2017 at 11:40 PM

To: "planningboard@portlandmaine.gov" <planningboard@portlandmaine.gov>

Cc: "sgo@portlandmaine.gov" <sgo@portlandmaine.gov>, "jf@portlandmaine.gov" <jf@portlandmaine.gov>, stjohnvalleyneighborhood <stjohnvalley@live.com>, moses <mosessabina@yahoo.com>, "garrybowcott@hotmail.com" <garrybowcott@hotmail.com>, Jenny MacKenzie <jenabeat@hotmail.com>, "boccafe@hotmail.com" <boccafe@hotmail.com>, "nmaze@shalomhouseinc.org" <nmaze@shalomhouseinc.org>, "Jacob, Ian" <iancasperjacob@gmail.com>, Zack Zack Barowitz <zbarowitz@gmail.com>, Holder Emma <pna@parksideneighborhood.org>

<http://thebollard.com/2010/02/07/getting-the-institutional-creeps/>

March 27, 2107

To the City of Portland Planning Board:

In reviewing the latest IOZ draft with a group of neighbors yesterday, a couple of questions came up:

Once the IOZ is adopted, are all restrictions and covenants in place under an institution's current Contract Zoning eliminated?

The language in the IOZ, Chapter V Regulatory Framework states that the IOZ shall **supersede the underlying zoning.**

There is also language throughout the IOZ referencing for example that the institution's IDP provide a description of the **Assessment of Future Institutional Growth and Change.**

In the Chapter IV Neighborhood Engagement paragraph there is language that references (**reasonably**) **transparent communication pertaining to property acquisition...**

I'm not sure how we missed this but the language has us very concerned that the new IOZ ***completely*** removes restrictions currently in place on Maine Med's ability to expand in our neighborhood outside of their current footprint.

Additionally, several other mandates present in the hospital's current contract zoning will apparently go away upon the adoption of the IOZ.

Specifically:

- Reporting requirements for Helicopter landings.
- Reporting requirements for the institutions Alternative Transportation Plan.
- Mandated quarterly meetings for the purpose of keeping the neighbors apprised of future development plans.:)
- Snow ban parking provisions
- Signage compliance

I'm assuming some of the above may be addressed in the MMC IDP, or are already part of city code.

Back to the footprint question...While we as a group agreed to and even suggested loosening expansion restrictions to allow for possible development of-for example the Sportsman's Club lot, we did so with a consideration towards diluting the impact of 1,200 cars being parked by the hospital on the Gilman Street block. An abandoning of the expansion restriction in its entirety is not what we envisioned and puts the neighborhood right back into the path of potentially major institutional creep.

Taking a look at a possible scenario:

The hospital already owns two surface lots on the west side of Valley at A Street.

With a complete removal of restriction against expansion outside the footprint, what keeps them from buying the other four parcels and creating another institutional super-block?

If I understand it correctly, in the case of the super-block, prior to being approved for use, the institution would need to have presented plans for this purchase and expansion in their IDP, and have the IDP approved by the Planning Board and the Council.

This is where I start to get confused.

- How can the institution include in their IDP, their intention to develop that block if they have not yet purchased the other property?
- How **"transparent"** or detailed can an institution possibly be in sharing their plans for acquisition and development in the IDP and still protect their position of confidentiality as a buyer?
- How will an institution be able to present, as required by the IDP, a description of their **"institutional objectives for property both within and outside the IOZ boundary"** and still protect their property buying interests?
- If, in order to protect the confidentiality of the buyer/seller, an institution is not required to present specifics about their **"assessment of future institutional growth and change"** including specific properties to be purchased or sold, how is the neighborhood to protect themselves from potentially unfettered growth by the institution?

Our biggest fear outside the prospect of a thirteen story parking garage, is that of a constant, ever expanding Maine Medical Center presence in our neighborhood.

This was a fear addressed and remedied in Chapter 1 of the 2005 Conditional Zone document and remains an active concern of those who live in this neighborhood. I've attached a copy of the Conditional Zone document along with a link to a story from 2010 relating to our neighborhood's concern over constant institutional expansion.

I'm sure there are parts of this process that many of us still need to understand. I greatly appreciate the patience and clarity that city planning staff, particularly Tuck and Jean, have demonstrated when speaking with me and my neighbors in trying to teach us about the process.

At this point however, I just don't see how the IOZ/IDP process demonstrates enough governance, control or influence over the institutions to protect those who might be negatively impacted by unrestricted expansion.

Before approving this approach, we need to figure out how the IOZ/IDP process can maintain and incorporate the protections provided by the current Conditional Zone Agreement; drafted and included for the long term benefit of our neighborhood, while still allowing consideration for thoughtful and agreed upon expansion by the institutions in our neighborhoods.

Thank you.

Tim McNamara

251 Valley Street

Portland, Maine



FINAL Contract 4.25.05 cra new patient visitor.odt
82K

Order 172-04/05

Given 1st reading: 2/23/05 Postponed on 3/7/05

Public Hearing & postponed on 4/4/05

Amended & Passage: 4/25/05 9-0

JILL C. DUSON (MAYOR)(A/L)
PETER O'DONNELL (A/L)
JAMES F. CLOUTIER(A/L)
NICHOLAS M. MAVODONES (A/L)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

WILLIAM R. GORHAM (1)
KAREN A. GERAGHTY (2)
DONNA J. CARR (3)
CHERYL A. LEEMAN (4)
JAMES I. COHEN (5)

**AMENDMENT TO CITY CODE
SEC. 14-49 (ZONING MAP AMENDMENT)
RE: CONDITIONAL REZONING FOR PROPERTY
IN VICINITY OF WESTERN PROMENADE/ MAINE MEDICAL CENTER**

ORDERED, that the Zoning Map of the City of Portland, dated December 2000 as amended and on file in the Department of Planning & Development, and incorporated by reference into the Zoning Ordinance by Sec. 14-49 of the Portland City Code, is hereby amended to reflect a conditional rezoning as detailed below:

**CONDITIONAL ZONE AGREEMENT
MAINE MEDICAL CENTER**

AGREEMENT made this ____ day of _____, 2005, by **MAINE MEDICAL CENTER**, a Maine corporation with a principal place of business located in the City of Portland, County of Cumberland and State of Maine, its successors and assigns (**"MMC"**).

WITNESSETH:

WHEREAS, **MMC** is the owner of land and buildings located in Portland at Map 53, Block D, Lots 1, 2 and 7; Map 53, Block E, Lots 1, 2, 10 and 13; Map 53, Block G, Lots 1 and 13; Map 54, Block H, Lot 1; and Map 64, Block C, Lots 1 and 2; and Map 55, Block B, Lot 13 (the **"PROPERTY"**); and

WHEREAS, MMC is the largest provider of obstetrical services in Maine and provides the only statewide fulltime maternal fetal medicine service serving women and newborns at high risk and **MMC** has the only Level III neonatal intensive care unit in Maine; and

WHEREAS, in order to respond to the changing professional and clinical standards for the care of sick infants within the neonatal intensive care unit and to meet the spatial requirements of today's routine and high risk obstetrical and newborn care, **MMC** must build an addition comprised of 192,000 square feet (the "Charles Street Addition"); and

WHEREAS, MMC proposes to construct the Charles Street Addition by expanding vertically, on the site of an existing medical building bounded generally by Charles Street, Wescott Street, Ellsworth Street and Crescent Street; and

WHEREAS, in order to avoid a substantial expansion of the footprint of the buildings at **MMC** and, instead, to construct the Charles Street Addition by vertical expansion, it is necessary to modify the otherwise applicable height requirement in the R-6 Zone; and

WHEREAS, in order to accommodate the needs of the Charles Street Addition and to improve parking and traffic circulation on the **MMC** campus, **MMC** proposes to construct a new 512 car capacity parking garage along Congress Street (the "New Parking Garage"); and

WHEREAS, in order to achieve the requisite parking capacity within the available space, **MMC** needs to build the New Parking Garage at a height taller than the currently applicable height limit in the R-6 Zone and also to locate the New Parking Garage closer to Congress Street than the currently applicable setback requirement in the R-6 zone; and

WHEREAS, in order reduce transport time for critical patients coming to **MMC's** emergency department, **MMC** proposes to construct a helicopter landing pad on top of the

existing parking garage which fronts on Congress Street (the “Helicopter Landing Pad” also occasionally referred to as “Heliport or Helistop”); and

WHEREAS, in order to replace currently fragmented heating and cooling systems throughout its campus, **MMC** intends to construct a central utility plant, built into the hillside between the hospital and Gilman Street (the “Central Utility Plant”); and

WHEREAS, the Central Utility Plant will be built at a proposed height of 45 feet but is also designed to accommodate a future vertical expansion of two additional floors, with a maximum future height of 70 feet; and

WHEREAS, **MMC** currently has operating rooms, intensive care beds, and adult and pediatric beds in an existing building constructed in 1985 (expanded in 1998) and referred to as the “L. L. Bean Wing;” and

WHEREAS, **MMC** has no current construction plans for the L. L. Bean Wing, but anticipates that the L. L. Bean Wing will need to be expanded vertically at some time within the next decade; and

WHEREAS, the L. L. Bean Wing was designed structurally to accommodate such vertical expansion by an additional two stories; and

WHEREAS, **MMC** desires to provide for such eventual vertical expansion within this Agreement and additional vertical expansions, except as noted below, are not included within the scope of this Contract and will be subject to negotiation and approval in the future, when presented; and

WHEREAS, by expanding vertically for the Charles Street Addition rather than horizontally, **MMC** will need to remove only two residential buildings, and will do so in full

compliance with the housing replacement requirements of section 14-483 of the Portland Code of Ordinances; and

WHEREAS, in addition to such required replacement, **MMC** will divest itself of ownership of nine other buildings (two on Crescent Street, two on Ellsworth Street, one on Hill Street and four on Bramhall Street), enabling others to return them to residential use; and

WHEREAS, **MMC** has requested a rezoning of the **PROPERTY** in order to permit the above-described improvements; and

WHEREAS, the **CITY** by and through its Planning Board, pursuant to 30-A M.R.S.A. §4352(8) and Portland City Code §14-60, *et seq.*, and §14-315.3, after notice and hearing and due deliberation thereon, recommended the rezoning of the **PROPERTY** as aforesaid, subject, however, to certain conditions more specifically set forth below; and

WHEREAS, the **CITY** has determined that because of the unique circumstances of the location of an urban medical center campus in close proximity to historic and densely populated neighborhoods within the R-6 Zone, and in order to balance the interests of **MMC** and its residential neighbors, it is necessary and appropriate to impose the following conditions and restrictions in order to ensure that the rezoning is consistent with the City's Comprehensive Plan; and

WHEREAS, on April 25, 2005, the **CITY** authorized the amendment to its Zoning Map based upon the terms and conditions contained within this Agreement, which terms and conditions become part of the zoning requirements for the **PROPERTY**;

NOW THEREFORE, in consideration of the rezoning, **MMC** covenants and agrees as follows:

1. **MMC** will restrict any further expansion of its uses¹ in the Western Prom/ Parkside/ Gilman Street neighborhoods to the property specifically included in the following defined Campus²:

- (a) The main campus, bounded by the north side of Bramhall Street, the
- (b) western side of Wescott Street, a portion of the northern side of Crescent Street terminating with the proposed end of the new garage, and the south side of Congress Street between the existing and proposed new garage, and the eastern side of Gilman Street;
- (c) The existing medical office building located on Congress Street across from the main campus;
- (d) The Vaughn Street parking lot and McGeachey Hall;
- (e) The existing West Street Medical Office Building located behind the row houses at the eastern end of West Street (CBL 55-B-13);
- (f) The block bounded on Congress Street, Gilman Street, Valley Street and A Street.

2. The following exhibits are incorporated into and made a part of this Agreement:

Exhibit A: Helistop Overlay Zone Map

Exhibit B: Site Plan

- 1. Sheet C050: Campus Plan, Revision date: 9/16/04
- 2. Sheet C100: Site Plan, Revision date: 9/16/04
- 3. Sheet C101: Site Plan, Revision date: 9/16/04
- 4. Sheet C102: Site Plan, Revision date: 9/16/04
- 5. Sheet C103: Site Plan, Revision date: 9/16/04
- 6. Sheet C400: Landscape Plan, Revision date: 9/16/04

¹ “Future expansion of its uses” shall mean new construction of building(s) and or conversion of existing uses (including residential uses) into hospital related uses and the like. It shall not mean the occupancy of an existing building which contains a legally conforming medical related use.

² This provision shall not prohibit **MMC** from expanding or building in other areas of the City if permitted by zoning.

7. Sheet C401: Landscape Plan, Revision date: 9/16/04
8. Sheet C402: Landscape Plan, Revision date: 9/16/04
9. Sheet C403: Landscape Plan, Revision date: 9/16/04
10. Landscape Plan at Existing Garage, See sheets 401 & 402
11. Pedestrian Connection to Congress Street, 4/14/04
12. Parking Garage Rendered Elevation, North, (Option 1; Exhibit B, p.12, April 25,2005)
13. Parking Garage Rendered Elevation, (Option 1, Exhibit B, p. 12, perspective; April 25, 2005)
14. Parking Garage Rendered Elevation, South, 1/27/05
15. Central Utility Plant Rendered Elevation, 1/27/05
16. Charles Street Addition Rendered Elevation, South 1/27/05
17. Charles Street Addition Rendered Elevation, East 1/27/05
18. Charles Street Addition Rendered Elevation, North 1/27/05
19. Charles Street Material Board 1/27/05
20. Street Vacation/Acceptance and Land Transfer Plan (Sheet 1)
21. Street Vacation/Acceptance and Land Transfer Plan (Sheet 1)
22. Concrete Sidewalk Plan

Exhibit D: Miller Memo 01/06/05 and MMC Helipad Flight Paths, Harris Miller Miller & Hanson Inc., 9/16/04

Exhibit E: Helipad Operating Guidelines (2 pages); source, Lifeflight of Maine

Exhibit F: Helipad Plans

1. Heliport Plan, 1/27/05
2. Heliport Elevation, 1/27/05
3. Heliport Perspective, 1/27/05

Exhibit G: Vaughan Street Parking Lot Landscaping Plan

1. Landscape Plan, 7/8/04
2. Wall Treatment
3. Fence Detail
4. Landscape Section

3. The **CITY** shall amend the Zoning Map of the City of Portland, dated December 2000, as amended from time to time and on file in the Department of Planning and Urban Development, and incorporated by reference into the Zoning Ordinance by Portland City Code §14-49, by adopting the map change amendment below, which map change includes a Helistop Overlay Zone as more particularly depicted on Exhibit A.



4. The **PROPERTY** and site improvements shall be developed and operated substantially in accordance with the site plan shown on Exhibit B (the “Site Plan”), which Site Plan includes but is not limited to street layouts, landscaping, and building elevation drawings for initial construction, subject to the approval of the Site Plan by the City’s Planning Board in compliance with the requirements of Chapter 14, Article V. The architectural treatment of the façade of the New Parking Garage may be revised during site plan review and shall meet the site plan standards of 14-526(16). Minor revisions to the Site Plan in the nature of field adjustments may be approved by the Planning Authority, without the need for amendment of this Agreement or further approval by the City Council.

5. No building permits shall be issued unless and until **MMC** receives conditional use approval pursuant to section 14-474 (Expansion of Institutional Use) and section 14-483 (Housing Replacement), site plan approval pursuant to section 14-483(e) of the City Code, approval under the Site Location of Development Act and an MDOT traffic movement permit, if required. No occupancy of the newly constructed buildings shall be permitted unless and until all site plan conditions of approval have been satisfied and the City Council has taken final action on the street discontinuances and street acceptances required for the realignment of certain streets, as shown on the Site Plan (Exhibit B).

6. **MMC** shall provide to the **CITY** a performance guarantee covering all required site improvements under section 14-525(j) of the City Code and the two replacement dwelling units provided under paragraph 6(d) of this Agreement.

7. The **PROPERTY** shall be governed by the zoning provisions, as such may be amended from time to time, applicable in the zoning districts underlying the Conditional Zone except as follows:

(a) Height Limits. The maximum structure height (measured according to the definition of “building, height of” in section 14-47) shall be:

- 95 feet for the Charles Street Addition, as depicted on the Site Plan
- 70 feet for the New Parking Garage, as depicted on the Site Plan
- 45 feet for the Central Utility Plant, as depicted on the Site Plan
- 111 feet for the L. L. Bean Wing, as already constructed.

(a) Setbacks.

- The minimum setback of the New Parking Garage shall be zero (0) feet from the right of way line of Congress Street.
- The minimum setback of the southeast corner of the Charles Street Addition shall be five (5) feet from the relocated right of way line of Ellsworth Street, as depicted on Exhibit B.
- The minimum setback of the Central Utility Plant shall be five (5) feet from Gilman Street.

(d) Replacement Housing. The replacement of the two existing residential structures at 33 Crescent Street (identified as Map 53, Block E, Lot 2) and 37 Crescent Street (identified as Map 53, Block E, Lots 1, 10 and 13) containing a total of seven dwelling units and two single-room occupancies by a portion of the New Parking Garage shall be deemed to meet the requirements of section 14-137(c), provided that **MMC** shall comply fully with the requirements of section 14-483 (Preservation and Replacement of Housing Units). Specifically, **MMC** shall comply with section 14-483 by (i) converting the building at 325-329 Brackett Street identified as Map 54, Block D, Lot 7 (the last approved use of which was office space) into two dwelling units prior to the issuance of a certificate of occupancy for the New Parking Garage and then divesting itself of ownership of the building prior to the issuance of a certificate of occupancy for the Charles Street Addition and (ii) paying Three Hundred Fifteen Thousand Five Hundred Eighty dollars (\$315,580.00) into the **CITY**'s Housing Development Fund (representing five dwelling units and two single-room occupancies) upon

approval of the Site Plan by the **CITY**'s Planning Board. The deadline for divestiture may be extended by the Planning Authority if **MMC** demonstrates that reasonable good faith efforts to market the property instituted at least 6 months prior to the deadline have failed to produce a bona fide offer at or above fair market value and on commercially reasonable terms.

(e) Sidewalks. **MMC** shall comply with the **CITY**'s Brick District Policy Plan, except that, at the time of final site plan review, the Planning Board may approve the use of concrete sidewalk materials, as shown on Exhibit B 22, because of the particular needs or requirements of the hospital use.

(f) Street level uses in garage. The street level of the new parking garage may be used for any use allowed in the B-2 zone.

8. The Helicopter Landing Pad shall not be subject to the provisions of section 14-409 (Heliports), but shall be governed by the provisions of the Helistop Overlay Zone, sections 14-325 through 14-327), except as follows:

(a) Setbacks. Because it is to be located on the roof of an existing structure, the landing pad shall not be required to meet the setback requirements of Section 14-327(3) or the fencing requirements of Section 14-327(4).

(b) Flight routes. **MMC** shall identify preferred flight routes, to be approved by the **CITY**, designed to minimize noise impact of helicopter flights on surrounding residential areas, shall notify all flight providers likely to use the Helicopter Landing Pad of such preferred routes, and shall take the following measures to ensure that such preferred routes are utilized whenever weather conditions, safety considerations and the best interests of the patient being transported permit, with the expectation that this will be the usual case. **MMC** will instruct all providers which regularly use the Helicopter Landing Pad that pilots must file an exception report with the Air Medical Provider Administration of Lifeflight of Maine or its successor entity for operations modified for safety considerations or at the direct request of Approach Control at the Portland International Jetport. Logs of these exception reports will be made available to **MMC** and to the **CITY** every six months. When and if the Portland Jetport has the capacity to maintain and preserve data which specifically identifies flight routes actually taken by aircraft using the Helicopter Landing Pad, the **CITY** shall consult such data to review compliance with this paragraph, and **MMC**, upon request of the **CITY**, will be responsible for the **CITY**'s reasonable costs of translating such data into useable form, but not for the costs of the flight monitoring. Initially, such preferred flight routes shall be as shown on the map attached to this Agreement as Exhibit D. At the initiative of either the **CITY** or **MMC**, the map of preferred flight routes may be amended from time to time by agreement between **MMC** and the City Council. The City Council shall consult with the Portland International Jetport and shall convene a neighborhood meeting to obtain input from residents of any affected residential areas before agreeing to any such amendment. An agreement between the parties to change preferred flight routes under this paragraph shall include noise mitigation measures in addition to those described in paragraph 7(g) below provided the noise mitigation measures are recommended by

an independent noise consultant. In addition, after one full year of operation of the Helicopter Landing Pad (measured from the date of the first patient transport flight to use the Helicopter Landing Pad), the City Council shall review the operation of the preferred flight routes and may initiate amendments to the map of preferred flight routes, following the procedures specified above. In connection with review or amendment of flight routes under this paragraph, the **CITY** may engage the services of an independent consultant and **MMC** will reimburse the **CITY** for its reasonable costs of obtaining such consulting services provided that the **CITY**, in advance of engaging the consultant, affords **MMC** an opportunity to comment on the scope of the consultant's engagement.

(c) Fly Neighborly. In negotiating any contract or agreement with any provider of emergency medical transport by helicopter, **MMC** will require the provider to operate in compliance with the "Fly Neighborly Guide" revised February 1993, (and any subsequent revisions) prepared by the Helicopter Association International Fly Neighborly Committee and published by the Helicopter Association International. **MMC** shall establish a complaint number and a protocol for handling complaints, which shall be publicized within the neighborhood, and the complaints will be reviewed no less than quarterly by the Maine Medical Center Neighborhood Council, noted below.

(d) Helipad operating guidelines. Helicopter landings on the Helipad are approved for emergency patient care only. Any use of the Helicopter Landing Pad for other than emergency patient care transport shall be deemed a violation of this Agreement and shall result in the termination of the Helicopter Overlay. The following standard practices will be incorporated as general policy for operations in and out of the Maine Medical Center Helipad and shall be communicated by **MMC** to providers. At all times, the Pilot in Command (PIC) will determine safety of operations as a first consideration. Under normal operating circumstances, take-offs, landings and standing-by on the Helicopter Landing Pad shall be conducted according to the Operating Guidelines, attached hereto as Exhibit E, subject at all times to the judgment of the helicopter pilot concerning safety and to the judgment of the emergency medical personnel concerning the health of the patient.

(e) Equipment. In generating any specifications in connection with the negotiation of any contract or agreement with any provider of emergency medical transport by helicopter, **MMC** will specify that helicopters utilizing the Helicopter Landing Pad (with the exception of U.S. military or government aircraft) are relatively new turbine powered aircraft meeting requirements under ICAO Annex 16 Chapter 8 for in-flight noise levels and complying with FAA airworthiness standards, 14 CFR part 36.11 and 14 CFR 21 Sub-part D, or any amended or successor requirements or standards.

(f) Design and construction. The Helicopter Landing Pad shall be constructed as shown on Exhibit A.

(g) Mitigation. **MMC** will pay for the installation costs associated with the full installation of soundproofing improvements contained within Exhibit D, except in lieu of central air conditioning **MMC** will also pay for the installation of ventilation improvements to one or more rooms within each such dwelling unit as reasonable and appropriate as determined by the

CITY. The **CITY** shall contract for such work and **MMC** shall be responsible for the costs associated therewith, plus a 10% administrative fee to be paid to the **CITY**. Before entering into any contract for such work, the **CITY** shall notify **MMC** and give **MMC** the opportunity to comment on the scope of the proposed work and the estimated cost thereof. The properties to be included under this provision are as follows: 879 Congress Street (Map 53, Block I, Lot 16), 921 Congress Street (Map 65, Block D, Lot 17), 925 Congress Street (Map 65, Block D, Lot 16) and 929 Congress Street (Map 65, Block, D, Lot 14). Such funds shall only be expended if the present owners of such buildings request such improvements no earlier than six months and no later than eighteen months after commencement of the operation of the Helicopter Landing Pad. For a period of five years from the date of this Agreement, any new owner of the aforementioned properties may request such improvements no later than eighteen months after purchase of said property(s).

(h) Accreditation. The principal provider of air medical transport to **MMC** shall be accredited by the Committee on Accreditation of Medical Transport Systems or its successor agency. Providers using the helicopter landing pad shall be accredited by the Committee on Accreditation of Medical Transport Systems or its successor agency, unless special circumstances warrant a non accredited provider such as the Air National Guard, the U.S. Coast Guard or other users.

9. Signage shall comply with the requirements of sections 14-336 through 14-372.5 of the City Code, except as otherwise approved by the Planning Board under Chapter 14, Article V.

10. For the purpose of keeping surrounding residential areas apprised of its future development plans, and to address any neighborhood issues related to the operations of the **MMC** campus (including but not limited to complaints or operating issues with respect to the helipad and future planning and development programs associated with **MMC**), **MMC** shall, no less than quarterly, and with two weeks written notice, invite representatives of the Maine Medical Center Neighborhood Council to meet with designated representatives of **MMC**. For purposes of this requirement, the Maine Medical Center Neighborhood Council shall consist of two representatives of the Parkside Neighborhood Association, , two representatives of the Western Prom Neighborhood Association, and two representatives of the Gilman/Valley Streets neighborhood. The neighborhood organizations shall designate the persons who shall serve on the Maine Medical Center Neighborhood Council. In the event there is no formal neighborhood organization, the City Council District Councilor shall designate the persons to serve on the Maine Medical Center Neighborhood Council.

11. **MMC**, prior to occupancy of the Charles Street Addition, shall relocate the sewer serving 31 Crescent Street, as depicted on the Site Plan (Exhibit B). In addition, **MMC** shall provide two off-street parking spaces for use by the tenants of 31 Crescent Street for so long as 31 Crescent Street serves as a residential structure.

12. **MMC** agrees that it will make the parking garage contemplated within this Agreement available for use by the public for snow ban purposes in a fashion similar to that

required in its Congress Street/Forest Street parking garage. In addition, **MMC** shall require all of its vendors, contractors and subcontractors to utilize a parking garage or other approved parking area/facility for vehicles and truck parking during construction.

13. **MMC** agrees to divest itself of ownership of the following existing structures owned by **MMC** according to the following schedule:

Prior to the issuance of a certificate of occupancy for the Charles Street Addition:

15 Crescent Street (Map 53, Block F, Lot 6)
25 Crescent Street (Map 53, Block E, Lot 5)
25 Ellsworth Street (Map 53, Block H, Lot 2)
32 Ellsworth Street (Map 54, Block C, Lot 5)
20 Hill Street (Map 54, Block C, Lot 1)

No later than January 1, 2010 or the issuance of a certificate of occupancy for any of the future expansions described in Section 6(b) above, whichever is earlier:

19 Bramhall Street (Map 63, Block A, Lot 4)
23 Bramhall Street (Map 63, Block A, Lot 3)
25 Bramhall Street (Map 63, Block A, Lot 2)
31 Bramhall Street (Map 63, Block A, Lot 1)

The deadline for divestiture of any of such property may be extended by the Planning Authority if **MMC** demonstrates that reasonable good faith efforts to market the property instituted at least 6 months prior to the deadline have failed to produce a bona fide offer at or above fair market value and on commercially reasonable terms.

14 **MMC** agrees that it will remove the existing building located at 261-269 Valley Street (formerly the “Eagles Club”) within 12 months after the effective date of this Agreement and that the site of the removed building will be loamed and seeded unless and until otherwise developed pursuant to an approved site plan.

15 **MMC** shall provide landscaping of the area surrounding its Vaughn Street parking lot as shown on the landscaping plan attached hereto as Exhibit G and shall construct, maintain and continue to own the “pocket park” located at Ellsworth and Charles Streets as shown on the Site Plan (Exhibit B). The improvements to the Vaughn Street parking lot shall be completed within 12 months of the effective date of this Agreement.

16. **MMC** agrees to allow public pedestrian access between its campus and Congress Street through a new enclosed stairway to be constructed adjacent to the New Parking Garage, as depicted on Exhibit B.

17.. **MMC** shall contribute \$800,000 to the **CITY** to use for public improvements in the general vicinity of Maine Medical Center.

18.. MMC agrees that it will encourage its employees and visitors to use alternatives to single-occupant automobiles when traveling to and from the **PROPERTY**. In its application under the Site Plan Ordinance, MMC agrees to include among its written statements an Alternative Transportation Plan. The Alternative Transportation Plan will propose strategies to reduce single-occupant automobile trips to the **PROPERTY**. Such strategies shall include, but not be limited to, subsidies and other incentives for employees and visitors to use local and regional mass transportation, share rides (carpools and vanpools), ride bicycles and walk. The Planning Board will include the Alternative Transportation Plan in its consideration of sections 14-526(a)(1) and (2) of the City Code. In addition, an analysis of effectiveness and functioning of the Alternative Transportation Plan shall be provided to the City Council's Transportation Committee on an annual basis.

20.. The above restrictions, provisions and conditions are an essential part of the rezoning, shall run with the **PROPERTY**, shall bind and benefit **MMC**, its successors and assigns, and any party in possession or occupancy of the **PROPERTY** or any part thereof, and shall inure to the benefit of and be enforceable by the **CITY**, by and through its duly authorized representatives. Within 30 days of approval of this Agreement by the City Council, **MMC** shall record a copy of this Agreement in the Cumberland County Registry of Deeds, along with a reference to the book and page of the deeds to the property underlying said **PROPERTY**. Unless otherwise stated within this Agreement, this Agreement governs only the **PROPERTY** expressly covered by this Agreement and applies only within the boundaries of the rezoned area as shown on the map. Nothing in this Agreement shall have any effect on or be construed as having any bearing on the use or development of any other properties owned by **MMC** or its affiliates, all of which shall continue to be governed by the applicable provisions of the Portland Land Use Code, without regard to this Agreement.

21.. If any restriction, provision, condition, or portion thereof, set forth herein is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed as a separate, distinct and independent provision and such determination and shall not affect the validity of the remaining portions hereof.

22.. Except as expressly modified herein, the development, use, and occupancy of the **PROPERTY** shall be governed by and comply with the provisions of the Land Use Code of the City of Portland and any applicable amendments thereto or replacement thereof.

23.. This conditional rezoning agreement shall be enforced pursuant to the land use enforcement provisions of state law (including 30-A MRSA 4452) and **CITY** Ordinance. No alleged violation of this rezoning Agreement may be prosecuted, however, until the **CITY** has delivered written notice of the alleged violation(s) to the owner or operator of the **PROPERTY** and given the owner or operator an opportunity to cure the violation(s) within thirty (30) days of receipt of the notice. Following any determination of a zoning violation by the Court, and in addition to any penalties authorized by law and imposed by the Court, either the Portland Planning Board on its own initiative, or at the request of the Planning Authority, may make a recommendation to the City Council that the Conditional Rezoning be modified or the **PROPERTY** rezoned.

24.. In the case of any issue related to the **PROPERTY** which is specifically addressed by this Agreement, neither **MMC** nor their successors may seek relief which might otherwise be available to them from Portland's Board of Appeals by means of a variance, practical difficulty variance, interpretation appeal, miscellaneous appeal or any other relief which the Board would have jurisdiction to grant, if the effect of such relief would be to alter the terms of this Agreement. In cases that fall outside of the above parameters (i.e., alleged violations of any provisions of Portland's Land Use Code, including, but not limited to, the Site Plan Ordinance, which were neither modified nor superceded by this Agreement), the enforcement provisions of the Land Use Code, including, but not limited to, the right to appeal orders of the Planning Authority, Building Authority and Zoning Administrator shall apply. Nothing herein, however, shall bar the issuance of stop work orders.

WITNESS

MAINE MEDICAL CENTER

By:

Its:

STATE OF MAINE
CUMBERLAND, ss.

Date: _____, 2005

Personally appeared before me the above-named _____, in his capacity as _____ of Maine Medical Center, and acknowledged the foregoing instrument to be his free act and deed in his said capacities and the free act and deed of Maine Medical Center.

Before me,

Notary Public/Attorney at Law



James Dealaman <jdealaman@portlandmaine.gov>

Fwd: PB hearing on IOZ new ordinance

1 message

Jean Fraser <jf@portlandmaine.gov>

Tue, Mar 28, 2017 at 2:18 PM

To: James Dealaman <jdealaman@portlandmaine.gov>

This is PC 22 and the one I have already copied (paper copies) for the Board meeting- just needs to go into your other system. thanks, Jean

----- Forwarded message -----

From: **moses sabina** <mosessabina@yahoo.com>

Date: Tue, Mar 28, 2017 at 1:16 PM

Subject: Re: PB hearing on IOZ new ordinance

To: Jean Fraser <jf@portlandmaine.gov>

Jean,

Here are some comments for the planning board meeting:

Portland Planning Board,

My name is Moses Sabina, I am an owner/resident of 4 Gilman St. I have the unique perspective of participating in the MMC Neighborhood Council since its inception, longer than any other neighbor or MMC staff. I am concerned that the language in the IOZ regarding neighborhood engagement is too vague. The IOZ calls for a plan for neighborhood engagement. Who decides what is acceptable? What is the mechanism for institutional accountability?

Here are some examples of instances when MMC has either exploited a loophole in the CRA or attempted to with little to no accountability.

1. The Retail Space: The current CRA required MMC to create a retail space as part of the new visitor garage on Congress St. The retail space was called for by neighbors and the planning board. After sitting vacant and completely undeveloped (it has a dirt floor to this day), I made it a point to check in on the progress of finding a tenant for it nearly every quarterly meeting. MMC reported that they had many interested parties over the years, but no lease was ever signed. MMC conducted a survey of their staff asking what type of business would be beneficial. One meeting their real estate listing agent, Mark Malone, told us that the asking price was too high. After many years of updates on the retail space, neighbors and I finally had the opportunity to ask Rich Peterson about it; he informed us that MMC had no intention of leasing the space, and never had. In this case, MMC fulfilled their obligation in the CRA by creating the space, but ignored the intentions of the community and opportunity to house a neighborhood business.

2. Snow Ban Parking: MMC is required by the city to provide snow ban parking in both the new visitors garage and the Forest St Garage. The record as to how many spaces they are required to provide is unclear, yet MMC has manufactured their own number. MMC has closed a nearly empty Forest St garage during parking bans, prohibiting neighbors from parking there. This is an issue we thought we had worked out in the quarterly meetings, but it occurred again this winter. To their credit, after phone calls were made, the garage was re-opened.

3. Sportsman's Lot: Though the CRA prohibits MMC from expanding their footprint, they attempted to buy the lot across the street from the employee garage, formerly the site of the Sportsmans restaurant. This decision was announced to the Neighborhood Council in a meeting. After reviewing the CRA, I brought the issue to Penny Littell, who at that time was on the Portland City legal department. MMC was disallowed from purchasing the property. They claimed that they didn't understand the CRA. It's pretty clear. It draws a line which says, across this you do not! [chapter 1, page 5]. The fact that they made the attempt speaks volumes to the need for regulation and enforcement. If I had not raised the issue, I'm not sure whether anyone else would have. Where today stands a thriving neighborhood restaurant in Salvage BBQ, could be another MMC owned building, another dune in the urban desert, which contributes nothing to the neighborhood street scape.

4. The Current Proposed Expansion Project: The IOZ calls for neighborhood engagement, and one shape that could take is a quarterly meeting like the one I have been engaged in with MMC for roughly ten years. That's a lot of my time donated to hospital neighborhood relations; time that I would like to think has not been wasted. It's hard to think that

when I hear Jeff Sanders from MMC state that they've been working on the current proposed expansion project for a year and a half; that six quarterly meetings that nary a whisper of this project was uttered in meetings which are required by the CRA for the express purpose of "surrounding residential areas apprised of future development plans" [CRA chapter 10, page 11]. They have an urgent need for single occupancy rooms, there is no denying that. I want my local hospital to be the best it can be, who doesn't? It is, however, hard to hear the cries for urgency in the city planning process when they ignored the opportunity for neighborhood feedback in mandated meetings with neighbors who they know and have been engaging with regularly for years. Somewhere, in the IOZ or not, there needs to be very specific language regarding neighborhood engagement, and oversight of the engagement, otherwise we will continue the pattern of wasted time and missed opportunity. We now hear MMC is looking at some alternative to the proposed project; how much time and money was wasted getting to that decision? Whether they wanted to hear it from us or not, neighbors and MMC could have had that discussion a year and a half ago.

5. TDM Reports: The CRA [chapter 18, page 13] calls for annual TDM reports to be submitted to the city. We haven't had any discussion of TDM in our quarterly meetings in a long time.

Please consider making the IOZ more specific with regard to neighborhood engagement.

Respectfully,

Moses Sabina

From: Jean Fraser <jf@portlandmaine.gov>
To: "Fraser, Jean" <jf@portlandmaine.gov>
Sent: Thursday, March 23, 2017 2:29 PM
Subject: PB hearing on IOZ new ordinance

Hello

Further to my e-mail on March 13 (which advised about the postponement of this hearing to March 28th because of the storm) I am writing to advise you:

- the PB hearing will be at **4:30pm on Tuesday March 28th**;
- the agenda is attached for information;
- and that a very slightly revised text of the IOZ will be presented to the Board for consideration on Tuesday, and the final version will be placed on the City's website tomorrow by the end of the day at the following link:

https://me-portland.civicplus.com/AgendaCenter/ViewFile/Agenda/_03282017-2001?html=true

[Please note that we have not yet received any further MMC submissions, and I will let you know when that specific project will next be discussed at a Planning Board meeting.]

Thank you - and please do not hesitate to contact me if you have any questions.

Jean

--

Jean Fraser, Planner
City of Portland
874 8728

Notice: Under Maine law, documents - including e-mails - in the possession of public officials or city employees about government business may be classified as public records. There are very few exceptions. As a result, please be advised that what is written in an e-mail could be released to the public and/or the media if requested.

April 18, 2017

Tuck O'Brien
Jean Fraser
City of Portland Planning Department

Re: Neighborhood Review of MMC IDP

Hello Tuck and Jean,

We write to share with you our group's review of the MMC IDP submitted April 7, 2017.

We've all spent multiple hours over the last several weeks focusing on the new IOZ with the goal of understanding its function and its intended benefit to the institutions, the city and the neighborhoods.

We then proceeded to the IDP. Each of us read the document on our own then divided up chapters for individual review. We convened and shared our understanding, our confusion and where appropriate our objection to language, data and positions taken by the hospital in the IDP.

We then drafted a two part document to cross reference and list our concerns.

The first part of the document examines the IDP on its own- *unrelated to the demands of the IOZ*. We've listed our objections, our questions and our concerns in the areas of height and massing, institutional expansion into our neighborhood, policies regarding snow ban parking, smoking, construction impact mitigation and the lack of involvement the neighbors have been allowed relating to design, construction management and infrastructure impact.

Next, we returned to the IOZ and highlighted those areas where we found the IDP failed to meet the demands of the IOZ. From that highlighted IOZ, we drafted a list of questions and observations calling attention *by paragraph* to the IOZ demands that we believe are unmet.

(In addition to the two part document, we've attached our highlighted version of the IOZ including our notes.)

While we have submitted a list of questions to the hospital for discussion at the April 19 expansion meeting, (several of which cover topics found in our document here,) we feel this more in depth review of our concerns should be directed to you in the Planning Department.

Some of these questions may be answered at the Expansion Group meeting on Wednesday. Pending the outcome of that meeting perhaps we can get together the following week and speak to what questions and concerns may remain.

Thank you,

Tim McNamara
Sarah Martin
Moses Sabina
Garry Bowcott
Brian Stickney
Tricia Bisson
Jenny Mackenzie

The IDP on its own:

1.

We object to the one hundred and fifty foot height proposal for the Gilman block. Page 116

No matter what is built there and no matter how it is designed or setback, one hundred and fifty feet is too high for that block. Current zoning height allows for sixty five feet. Considering the homes along A Street that will sit directly opposite any construction on that block, the height restriction of sixty five feet should be maintained.

2.

We object to the boundaries outlined in the IDP extending to the two commercial blocks on Valley at Congress and Congress at Forest street. Pg 110

Further hospital expansion into these blocks would be detrimental to the neighborhood.

Development by the hospital of these two pivotal blocks would eliminate more than twenty residential units in a town desperately in need of housing units. Additionally, hospital development here would either displace or negatively impact existing businesses that serve as a draw and an attraction to our neighborhood.

Best case scenario would in fact be for the hospital to divest itself of the two lots it owns on Valley at A Street. This would free up that corner for possible mixed use housing/retail development by private ownership.

To include these two blocks in the sphere of potential expansion hurts this neighborhood at a time when we are beginning to become a more attractive destination for retail, hospitality, housing and other development.

We realize that property owners have the right to sell to whomever they choose. However, the removal of restrictions on hospital expansion in our neighborhood, exposes us to more of the institutional creep that the current zoning was crafted to prevent.

With the exception of those who would benefit from the sale of their property to a bidder of such resources as Maine Med, those of us who live here will suffer if the hospital is allowed to expand onto these two blocks.

The hospital has managed to budget over half a billion dollars for an expansion that takes place within their current footprint. In the event they see the need for further expansion we would suggest they consider the area of St John Street between Congress and Park Avenue as an alternative to the two blocks proposed.

3.

When will the public be able to view the drawings and plans for the expansion?

Page 94 references a "transparent bridge" connecting the Gilman garage to the main entrance. There is a drawing on page 91 showing what appears to be a span over the top of Gilman Street. We have asked for months about drawings and have been told there are none available. We've been assured that we would be involved in the discussion of design. The IDP is now showing conceptual drawings of a bridge over Gilman Street. This bridging of Gilman street has seen much discussion among neighbors and there are several concerns over the concept. We need to be in that conversation before plans are finalized.

4.

Parking garage demolition.

Page 99 schedules the demolition of the garage from June to December 2019.

We have been asking for months how and when the garage will be removed and how we might prepare for this event. From a *construction impact* point of view, the demolishing of that structure will have the greatest *impact* on the surrounding neighbors quality of life. Seven months of demolition will pose the greatest risk of damage to our buildings and months of disruption, vibration, dust and noise will most likely result in losses to business and great difficulties leasing or re-leasing to tenants. We have asked if the garage would be imploded or taken down with wrecking balls and jackhammers. We've asked how long the demo might take. Businesses and landlords in the area have expressed great concern over potential hardships resulting from this action. This too is a conversation we need to be involved in and apparently we are not.

5.

Smoking

The language prepared by the hospital on page 102 and the actions they claim to be taking fall well short of addressing this problem. The campus wide ban on smoking has resulted in hospital patients, visitors and staff leaving campus for the purpose of smoking on our city streets and sidewalks as well as oftentimes our private property. This is a dynamic that has

many neighbors unhappy. Exposure to second hand smoke and piles of cigarette butts on our streets and sidewalks is the result of the hospital policy forcing their people to smoke off campus. We are told by the hospital that all across the city people are dealing with unwanted smoke and we are asked to believe that the hospital isn't even sure if the people smoking around its facility are associated with MMC. We are asked to believe that proactive walkabouts are taking place and that a vendor is working 4 to 6 hours every Monday, Wednesday and Friday to pick up butts. If this IDP document is to be considered credible, this piece needs to be completely redone.

6.

Snow Ban Parking

Pages 93 and 102 address the issue of Snow Ban Parking. To be clear, current zoning states that "MMC agrees that it will make the parking garage contemplated within this Agreement available for use by the public for snow ban purposes in a fashion similar to that required in its Congress Street/Forest Street parking garage." The hospital has failed to meet this commitment in the past and often times has locked people out of accessing either garage during a snow ban. Page 93 references abuse by neighbors in the past. We know of no one in any of our organizations who were part of the group "abusing" the free use of the MMC garage. We fully agreed with MMC when we heard about unauthorized cars having been removed from their garages. We heard of the towing well after the fact and MMC never asked us if we knew who might be illegally parking in the lots. As far as we "neighbors" know...those vehicles could have been employees, or visitors or any opportunist with an eye on using a wide open, un-monitored parking garage to store their vehicle.

The language on page 122 essentially says that the hospital will offer neighbors space in the 887 Forest Street garage during snow ban parking so long as such spaces are not needed to service MMC. This is not good enough. When both 887 Congress Street and the new patient and visitor garages were built, the understanding between the city and the hospital was that snow ban parking would be made available in both. To put a condition such as the hospital has on use by neighbors runs counter to what has been a long standing mandate.

7.

Page 66

I'm not sure what is trying to be said in the bottom half of the text on the left side of the page but it does not make sense.

8.

Page 34

The two charts on this page we find misleading and confusing. Shouldn't peer comparisons involve institutions of similar size, geographical location, demographics, etc? Why aren't Dartmouth Hitchcock and UMass Memorial included? Also, since the purpose of the charts are to prove MMC's need for parking, shouldn't they both include the same "peer" institutions when referencing inpatient parking demand and employee parking demand?

9.

Pages 116, 117,60

The Gilman garage is shown on page 60 as extending down to St John Street. I think this is just an error in labeling Valley Street as St John. Valley and St John streets are flip flopped on pages 116 and 117 as well.

10.

Page 83

Table 5.1 references potential on site roof top energy production? We've not heard about this. Will this generate noise or vibration? Is this wind power? Solar?

As the IDP relates to the demands of the IOZ

14-277 (c)(g)Purpose of the Institutional Overlay Zone

According to the purpose statement on page 1 the IOZ intends to ensure that institutional growth "complements" and "integrates " as well as looks to the "need" of adjacent neighborhoods through carefully planned transitions and unique regulatory requirements. We don't see that the IDP accomplishes that. In fact while the IDP speaks of transitions there is no example demonstrating how such transitions will be achieved.

14-280 (b) IDP Planning Horizon

Other than the plan that has been proposed for development within the current footprint, the only other outline of the

anticipated growth is the drawn boundary lines around the two lots discussed above. Isn't the IDP supposed to be more specific as to what the institution's actual plans for future development are?

14-280(c)1b v

The square footage of the parking garages has been omitted from the IDP.

14-280 (c)1 c ii

14-280(c) 2 b i b/c

This calls for a traffic study and the IDP does not contain a traffic study. If the institution is able to defer this study until the Site Plan review then why does the IOZ demand it?

14-280 (c)1d

Third on our list of public concerns behind a thirteen story garage and unfettered hospital expansion is mitigation of the construction impact on our buildings, our tenancies and our businesses. We had expressed the need for baseline engineering reads on properties that might suffer damage from demolition vibration, pile driving and all other related construction impact. We had also asked for remedies to business interruption owing to construction impact. These concerns are not reflected in the IDP. (see page 51)

14-280 (c) 2 b 1 b, c

Traffic study required to meet this demand.

14-280 (c) 2 b ii b Environment

We cannot find language in the IDP addressing the generating and the effect of vehicle exhaust on the neighbors from the new proposed parking structure.

14-280 (c) 2 b iii Infrastructure

More is needed to provide baseline information on the conditions of the surrounding roadways and how they will hold up under the additional traffic -both during construction and long term.

14-280 (c) 2 b iv a, b, c, d Design

a. Wind and shadow issues insufficiently addressed in the IDP. We should see the studies relative to wind and shadows as they relate to the new construction.(see pages 90, 91)

b. Transition areas? Unclear where in the IDP this is addressed.

c. CPTED-This chapter should be modified to include commitment by the hospital to staffing the entrances to parking areas, providing a visible security presence on the grounds and in the garages and adding language specifically addressing the problems of prostitution, vagrancy and suicide on hospital property. (page 94)

d. Environment /public realm plan on page 95 consists of two drawings. It is unclear what the drawings are supposed to represent.

14-280 (c) 2 b v Neighborhood Engagement

a. The language on page 98 is the same language present in the current Conditional Rezone Agreement. This language failed to work as intended. For example, neighborhood representatives were not told of the five hundred million dollar expansion until a day before the news was released to the press. This project had been in motion for months or years before neighbors were informed of its scope or its scheduling. The question of how the hospital is to be held to its commitments, its mandates and the terms of the city code has been asked in front of the Planning Board by neighbors. This chapter needs refining with language that can actually hold the hospital accountable for performance.

c. The question of assuring communication pertaining to property acquisition continues to perplex us. How is it that an institution is to share acquisition /disposition info and still protect itself as a buyer or seller? We are unsure where or if this is addressed in the IDP.

d. Relating to construction management, our obvious concerns over the demolition of the garage are expressed earlier in this document. Pages 99-101 are an attempt at a construction management plan but really say nothing. For example construction will take place Monday through Friday seven am to six pm... Unless there is a need to work after six pm or on Saturdays or Sundays.

Or this example..."MMC is committed to mitigating construction noise impacts. Increased community sound levels,

however, are an inherent consequence of construction activities. When these events are scheduled, advance notice will be provided." This paragraph requires much more in the way of detailed mitigation measures to be undertaken by the hospital during construction.

14-280 (d) Standards of Review

5. We don't see how traffic impacts have been anticipated without a traffic study on hand.
7. What are the potential cumulative environmental impacts and where are they addressed in the IDP
9. As we have not seen anything in the way of a comprehensive design it is impossible to discuss transitions within the neighborhood.
10. In the event the hospital boundary is expanded to include the two blocks in question then compatibility, maintaining housing and the support of local amenities will not be possible.
11. Ditto

14-281 Regulatory Framework

(d)

4. Without graphics, sketches or plans it is impossible to speak to the transition zones.
5. Requires traffic study.
8. This paragraph in the IOZ addresses the requirement of clarifying building placement and massing and again discusses the transition zones. Without plans or drawings, it is impossible to do any of this.
9. Pages 99-101 offer insufficient detail as asked by the IOZ. Buffering is not addressed neither is mitigating the impact of construction on neighboring properties.



DIVISION 16.1. INSTITUTIONAL OVERLAY ZONE (IOZ)

14-277. Purpose of the Institutional Overlay Zone

The Institutional Overlay Zone (IOZ) designation provides a regulatory mechanism available to the city's four major medical and higher education campuses where an improved regulatory structure is needed to facilitate a consistent, predictable, and clear growth management process. The purposes of the Institutional Overlay Zone are to:

- (a) Acknowledge that the city's major academic and medical institutions play a prominent role in the health and well-being of the local and regional community, and in order to sustain that role, these institutions need flexibility to change and grow;
- (b) Encourage proactive planning for institutional change and growth which identifies and addresses likely long-term institutional needs and cumulative impacts while leveraging potential benefits at the neighborhood, city, and regional level;
- (c) Ensure that institutional change and growth both complements and, as appropriate, integrates adjacent or surrounding neighborhoods through carefully planned transitions;
- (d) Support the formation and continuation of mutually beneficial public-private cooperation;
- (e) Support an ongoing public engagement process that benefits both the institutions and nearby neighborhoods;
- (f) Reflect Comprehensive Plan and other policy objectives; and
- (g) Provide a consistent regulatory approach to all major institutions which allows unique regulatory requirements that balance the particular needs of institutions with the needs of the surrounding neighborhood and wider community.

14-278. Location and Applicability

The city's four primary medical and higher education institutions are eligible to apply for designation as Institutional Overlay Zones. The Eligible Institutions are the two major hospital institutions of Maine Medical Center and Mercy Hospital and the two major academic institutions of University of Southern Maine and University of New England, their successors and assigns. Designation as an IOZ is the preferred mechanism where the Eligible Institution's proposed development is inconsistent with the existing zoning.



14-279. Establishment of an Institutional Overlay Zone

(a) *Application for an Institutional Overlay Zone.* Where the Eligible Institution seeks designation as an IOZ, they shall submit a zone change application consisting of two components:

1. An Institutional Development Plan (IDP) (see Section 14-280).
2. A Regulatory Framework (see Section 14-281) that would, when and if adopted, be the text and map amendment to the City's Land Use Code and Zoning Map.

(b) *Required Public Involvement.* At least two neighborhood meetings shall be required. The first shall be held prior to the formal submission of a zone change application for an Institutional Overlay Zone and the second shall be held during the City's review. Meetings shall identify the concerns, if any, of affected residents and property owners, and inform the development of the Institutional Development Plan (IDP) and Regulatory Framework. Meetings shall be held in a convenient location proximate to the institution. The applicant shall provide written notification to property owners of record within 500 feet of the proposed IOZ boundary at least ten days prior to the meeting dates and maintain written records of the meetings.

(c) *Required Scoping Meeting.* The Eligible Institution shall meet with the Planning Authority after the first required neighborhood meeting and prior to submission of the zone change application to confirm the focus of the Institutional Development Plan (IDP) and Regulatory Framework, including associated study areas that may be outside of the proposed IOZ boundary. The IDP and Regulatory Framework will vary in detail and focus depending on the Eligible Institution and its particular context. The content requirements in Sections 14-280 and 14-281 and the comments from neighborhood meeting(s) shall provide direction for the content of the IDP. The Planning Authority or Planning Board may require additional information or modify content requirements as is relevant to the Eligible Institution (see Section 14-280(c)).

(d) *Reviewing Authority.*

1. The Planning Board shall review the zone change application, including the IDP and Regulatory Framework. At least one public workshop and a public hearing before the Planning Board are required.
2. Upon recommendation of the Planning Board, the City Council shall review and consider adoption of the Institutional Overlay Zone and the accompanying Regulatory Framework as an amendment to the city's code of ordinances.



(e) *Future Institutional Development.*

1. All new development by the Eligible Institution within the boundary of the IOZ shall be compliant with the IOZ and accompanying Regulatory Framework, consistent with the IDP, consistent with the Comprehensive Plan, and meet applicable site plan standards, unless such standards are superseded by the Regulatory Framework.
2. Any use/development proposed by the Eligible Institution outside the IOZ boundary that complies with the zoning for permitted uses in that location shall be reviewed under the standards of that zone. Any use/development proposed by an Eligible Institution outside of the IOZ boundary that is proposed in a residential zone and is functionally related to the operations within the IOZ shall be addressed by the IDP and require an amendment to the IDP.

14-280. Institutional Development Plan (IDP)

(a) *Purpose.* Any use conducted by an Eligible Institution and any construction by an Eligible Institution in an Institutional Overlay Zone shall be consistent with an Institutional Development Plan (IDP) approved by the Planning Board in accordance with this ordinance. The purpose of the IDP is to establish baseline data about institutional land uses, facilities, and services and measure, analyze, and address the anticipated or potential impacts of planned institutional growth and change. The IDP shall serve as a background document that supports the proposed Regulatory Framework and frames subsequent site plan review(s).

(b) *Planning Horizon.* An IDP shall provide the city and abutting neighborhoods with a clear outline of the anticipated or potential growth and change of the Eligible Institution for the short- to medium-term (e.g. 1-5 and 5-10 years respectively), as well as a conceptual growth plan for the long-term (e.g. 10 years or more); however, the specific planning horizons for each institution will be determined as part of the IDP approval process.

(c) *Content.* The IDP submission shall address the following elements unless specifically modified by the Planning Authority or Planning Board, with the scope and level of detail to be clarified at the required Scoping Meeting:



1. Context Information

- a. The institution's adopted mission, vision, or purpose statement
- b. A summary of relevant baseline data on the institution, including:
 - i. A neighborhood context plan (pgs. 92-93);
 - ii. An inventory of current programs and services;
 - iii. A current census of the number of people using the institution (e.g., employees, enrollment, patients), with an indication of maximums and minimums over time;
 - iv. An inventory and/or plan of all existing property holdings within the main campus and within the City of Portland, including an indication of functional land use links between off-campus properties and the main campus (e.g. remote parking);
 - v. An inventory and/or plan of existing facilities, including data on use, floor area, and any existing functional connections between facilities. (pg 22. garage sq. footage?)
- c. A summary of the baseline characteristics of the existing campus and context of the institution, based on identified study areas, including:
 - i. A summary of existing resources, such as historic, open space, and natural resources;
 - ii. A summary of the existing transportation system, including vehicular, pedestrian, transit, bicycle, and parking supply, demand, and utilization;
 - iii. A summary of existing public infrastructure supporting the institution, including demand, utilization and any capacity issues;
 - iv. Relevant municipal plans, projects, and studies that may influence the IDP study area and opportunities for integrating institutional growth.
- d. A summary of public involvement in the development of the IDP, including major areas of public concern. (pgs. 51, 102)

2. Assessment of Future Institutional Growth and Change



- a. A description of institutional needs and areas of future institutional growth and change, including:
 - i. Projected census of users (e.g., enrollment /employment/patient/visitor figures and anticipated variations over time);
 - ii. Institutional objectives for property both within and outside the IOZ boundary (e.g. acquisition and/or disposition) (**Pizza Villa and Salvage?**), including an indication of any functional land use connection for sites outside the IOZ boundary to the main campus; and iii. A Development Plan addressing anticipated or potential institutional needs and physical improvements, including the proposed boundary of the IOZ and any phasing of the development.
- b. Analysis and associated plans that address the following elements in terms of anticipated growth or potential impacts within the identified study area, and support the development parameters as set out in the Regulatory Framework:
 - i. Transportation and access
 - a. An analysis of the projected changes in parking demand, supply, and impacts to the off-street and on-street parking capacity, including an explanation of the proposed parking plan;
 - b. An analysis of the projected changes in vehicular, pedestrian, transit, and bicycle access routes and facilities, their capacity, and safety; (**pg. 93**)
 - c. A transportation, access, and circulation plan, representing the synthesis of the analysis, and including a program of potential improvements or set of guidelines to address access deficiencies to and within the IOZ. The plan should outline proposed mechanisms and potential strategies to meet



transportation objectives, including transportation demand management, phasing, and when a Traffic Movement Permit (TMP) may be required.

ii. Environment

- a. An analysis of potential cumulative impacts on natural resources and open spaces;
- b. An analysis of projected energy consumption, hazardous materials generation, noise generation, and similar issues (car exhaust) as relevant;
- c. An environmental plan, representing the synthesis of the analysis and including a proposed program or set of guidelines for future preservation, enhancement, conservation, and/or mitigation.

iii. Infrastructure

- a. An analysis of projected public utility demand and the capacity of associated infrastructure; (pg. 45 roads, storm drains, etc.)
- b. An analysis of projected public safety needs and projected impacts to the capacity of these services;
- c. An infrastructure plan, representing the synthesis of the analysis and including a proposed program or set of guidelines to support sustainable growth.

iv. Design

- a. An analysis of projected impacts to neighboring properties and public spaces, including potential shadow, wind, and lighting impacts, impacts of height and massing, and impacts to historic resources;
- b. An analysis of transition areas between the institution and adjoining neighborhoods, including identification of key character



defining components of the surrounding context;

c. An analysis of existing Crime Prevention Through Environmental Design issues and identification of how these principles would be addressed as part of the proposed campus development; (**prostitution, suicide, vagrancy, and graffiti**)

d. A conceptual built environment/public realm plan, representing the synthesis of the analysis and including a set of guidelines for urban design, landscape, open space, and streetscape treatments, with particular attention to the treatment of edges (both within and abutting the IOZ boundary) to achieve compatible transitions.

v. Neighborhood Engagement

a. A plan for ongoing community engagement that represents best practices, promotes collaborative problem solving around community concerns, fosters transparency, and identifies mechanisms for neighborhood feedback and institutional accountability;

b. A property management framework that identifies the institution's process for handling operational property issues with neighbors; (**graffiti policy, trash, cigarette butts, prostitution, vandalism, vagrancy, suicides**)

c. Strategies for assuring communication pertaining to property acquisition and disposition in surrounding neighborhoods;

d. A set of construction management principles, to apply to all institutional construction, that represent best practice, aim to minimize short- and long-term construction impacts on surrounding residents and businesses, and ensure a



clear communication strategy is in place in advance of construction.

(d) *Standards of Review.* The IDP shall:

1. Address all content requirements, unless explicitly modified by the Planning Authority or Planning Board;
2. Reflect the issues/topics identified in the required public process;
3. Demonstrate consistency with the city's Comprehensive Plan and the purpose of this ordinance;
4. Demonstrate how the property ownership, proposed growth, and requested Regulatory Framework relate to the institution's mission;
5. Demonstrate that traffic and parking impacts have been anticipated and that the proposed parking provision is justified as based on an assessment of options for reducing traffic and parking demands;
6. Outline an approach to open space, natural, and historic resources that supports preservation and enhancement.
7. Demonstrate that potential cumulative environmental impacts have been anticipated and can be minimized or satisfactorily mitigated;
8. Demonstrate that utility impacts have been anticipated and can be minimized or satisfactorily mitigated;
9. Reflect a comprehensive design approach that ensures appropriate transitions with the existing or future scale and character of the neighboring urban fabric;
10. Promote compatibility with existing or future uses in adjacent neighborhoods, **maintain housing**, and support local amenities;
11. Anticipate future off-site improvements that would support the integration of the institution into the community and city-wide infrastructure;
12. Conform with Portland's Historic Preservation Ordinance standards for designated landmarks or for properties within designated historic districts or designated historic landscapes, if applicable. When proposed adjacent to or within one hundred (100) feet of designated landmarks, historic districts, or historic landscapes, the IDP shall be generally compatible with the major character-defining elements of the landmark or portion of the district in the immediate vicinity; and



13. Incorporate strategies to support clear communication and ongoing public engagement between institutions and nearby neighbors.

(e) *Approval.* Upon finding that an Eligible Institution's IDP meets the standards of review, the Planning Board shall approve, approve with conditions, or deny an IDP.

(f) *Monitoring.* The IDP shall establish a schedule for reporting on IDP implementation at regular intervals of not more than ten years from the date of approval of the initial or amended IDP, and identify thresholds for IDP amendments;

(g) *Amendments.* An approved IDP shall guide campus development unless and until amended. If at any time the Eligible Institutions request minor amendments to an approved IDP, the Planning Authority may approve such minor amendments, provided that they do not constitute a substantial alteration of the IDP and do not affect any condition or requirement of the Planning Board. The applicant shall apply with a written statement of the proposed amendment and proposed amended IDP to the Planning Authority, whose decision as to whether the amendment is minor shall be final. Major amendments shall be reviewed by the Planning Board. When the IDP is amended, the baseline data in the IDP shall be updated as appropriate.

14-281. Regulatory Framework

(a) *Purpose.* The Regulatory Framework translates the IDP into a set of clear and specific zoning requirements for the IOZ that constitute the text and map amendments to the City's Land Use Code and Zoning Map. The zoning requirements are anticipated to include parameters that guide the growth and change of the institution as well as broad strategies to address potential impacts, with plans and details to be developed under site plan review.

(b) *Applicability.* The Regulatory Framework shall apply only to properties that are within the IOZ boundary and to which the Eligible Institution holds right, title, or interest. For these properties, the Institutional Overlay Zone shall supersede the underlying zoning, and all new institutional development shall be conducted in compliance with the Regulatory Framework and the approved Institutional Development Plan. Properties located within the Institutional Overlay Zone not subject to right, title, or



interest of the Eligible Institution shall continue to be governed by the regulations of the underlying zoning designation.

(c) *Uses.* Institutional uses, including hospitals and higher education facilities, shall be permitted, as shall uses that are functionally integrated with, ancillary to, and/or substantively related to supporting the primary institutional use, consistent with the applicable approved IDP.

(d) *Content.* The Regulatory Framework shall reflect the information and analysis of the IDP. The content shall be tailored to address the particular issues associated with the institution and its neighborhoods. The Regulatory Framework should be succinct and use tables and graphics as possible to address the following, if applicable:

1. *Zoning boundary of the IOZ:* The area to which the regulations apply, as shown on the zoning map, subject to other provisions of this ordinance (i.e. the map amendment to the City's Zoning Map);
2. *Phasing and schedules:* Requirements that relate to particular proposed phases; a chart showing the schedule or thresholds for submitting an amended IDP (or elements of an IDP, such as a Transportation Demand Management (TDM) Plan);
3. *Uses:* Clarification, as necessary, on permitted uses.
4. *Dimensional Requirements:* Graphics, sketches, or standards, including details for transition zones within the IOZ boundary;
5. *Transportation:* Elements such as TDM trip reduction targets or contribution to area-wide TDM measures; broad parameters for ensuring pedestrian, vehicular, bicycle and transit access and safety; parking ratios and management strategies; thresholds for access improvements;
6. *Environment:* The approach to the inclusion of open space and preservation of environmentally-sensitive areas;
7. *Mitigation measures:* The broad approach to identified mitigation measures, which would be addressed in greater detail in the site plan review process; thresholds for addressing deficiencies; goals for preservation/protection;
8. *Design:* Graphics and standards to clarify building placement and envelope (height and massing); guidelines for integration of site features; required treatments for transition zones and treatment for all edges (both within and abutting the IOZ boundary);



guidelines for establishing campus identity; and (no detail!)

9. *Neighborhood Integration:* Thresholds and strategies for neighborhood engagement; mitigation of impacts on neighboring properties, including construction impacts; buffering requirements; objectives for pedestrian linkages and safety; other requirements that address community concerns. (no detail!)
10. *Monitoring:* A schedule for regular monitoring reports on IDP implementation in accordance with the IDP.

(e) *Standards of Review:* The Regulatory Framework shall:

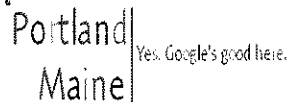
1. Be consistent with the Comprehensive Plan and the Institutional Development Plan;
2. Provide a clear zoning framework, using graphics and tables as appropriate, to apply to future site plan reviews;
3. Provide specific regulatory statements as appropriate that respond to concerns raised during the required public involvement; and (construction mitigation)
4. Outline measurable goals and thresholds for improvements or other actions identified in the IDP to be advanced in subsequent site plan applications.

(f) *Approval/Adoption.* The Planning Board shall review the proposed Regulatory Framework against the standards of review and make a recommendation on the institution's IOZ designation and Regulatory Framework to the City Council for adoption as part of this zoning ordinance.

(g) *Amendments.* A Regulatory Framework and IOZ boundary as adopted by the City Council shall remain in force unless and until amended. Amendments to a Regulatory Framework and/or IOZ boundary may be brought forth by the city or Eligible Institution. Amendments brought forth by the city will require a supermajority of the City Council to take effect. Proposed amendments to the IOZ boundary or Regulatory Framework shall be reviewed by the Planning Board and adopted by the City Council subject to the provisions of this ordinance.

14-282. Regulatory Frameworks of Eligible Institutions as adopted by the City Council

4/25/17 1st workshop item



PC 2 MMC-10Z

Jean Fraser <jf@portlandmaine.gov>

Comments re: Maine Medical Center IDP

1 message

Christian MilNeil <c.neal.milneil@gmail.com>

Tue, Apr 25, 2017 at 11:55 AM

To: Jean Fraser <JF@portlandmaine.gov>, Stuart O'Brien <sgo@portlandmaine.gov>

Cc: Greg Jordan <gjordan@gpmetrobus.com>, "zbarowitz@gmail.com"

<zbarowitz@gmail.com>

Hi Jean and Tuck,

Please share the attached memo with the planning board as a public comment re: the Maine Medical Center IDP.

The tl;dr version: MMC's parking subsidies are roughly four times greater than its subsidies for transit riders. It's no wonder they've got a parking "problem" – they're spending millions of dollars to encourage their car-owning employees to get themselves stuck in traffic.

If the city's new Institutional Development Framework is to be successful, we, as a city, need to hold institutions accountable to bearing the full cost of their transportation policies. This plan falls far short of that standard: it harms the hospital's bottom line with grotesque parking garage subsidies, it harms the surrounding neighborhood with more pollution and traffic risk, and it does a disservice to METRO's capabilities.

The Planning Board has an excellent opportunity to help them find a better solution at a lower cost to everyone, and I look forward to following your progress.

Christian MilNeil

double u double u double u dot christianmilneil dot com

 **MMCIDPcomments.pdf**
80K

To the Planning Department and the Portland Planning Board:

The current IDP for Maine Medical Center proposes a massive investment in new parking garages – which, presumably, will be financed by the health care expenditures of you, me, and our neighbors.

As you know, structured parking is extremely expensive. The Maine Medical Center IDP strategy to manage parking demand includes asking employees to pay “no less than \$3 per paycheck” for a parking space (page 77) and continuing their current transit pass program (page 39).

Let’s break that down into a budget:

Subsidies for parking in the MMC IDP:

<i>EXPENSES</i>		
Annualized capital cost per space:	(\$1,605)	(based on a \$20,000/space capital cost amortized over a 20-year term at 5%)
Annual maintenance costs per space:	(\$500)	
<i>REVENUES</i>		
Annual employee payments	\$156	(assumes 2 employees per space, paying \$3 biweekly)
NET ANNUAL SUBSIDY PER PARKING SPACE	(\$1,949)	Total costs minus employee payments
NET ANNUAL SUBSIDY FOR DRIVING EMPLOYEES	(\$974)	Per-space subsidy, divided by two employees

Subsidies for transit in the MMC IDP:

<i>EXPENSES</i>		
Total cost of 49 10-ride METRO passes for one employee	(\$662)	\$13.50 per 10-ride pass, good for one week’s worth of commute trips
<i>REVENUES</i>		
Employee payments for 49 10-ride passes	\$392	
NET ANNUAL SUBSIDY FOR TRANSIT-RIDING EMPLOYEES	(\$270)	

Employees face a choice between paying \$156 annually for a parking space, or \$392 for transit passes. From the worker’s point of view, the cost of transit is more than double the cost of

parking, even though the hospital's *true* cost of parking is roughly double the cost of an annual transit pass.

It's no wonder Maine Medical Center has a parking problem – they're paying each and every one of their car-owning employees nearly a thousand dollars a year to make it harder for everyone else to find parking.

And please bear in mind that the hospital's fiscal costs of building and maintaining parking garages, as huge as they are, don't come anywhere near to matching the public costs of the additional traffic that those parking spaces generate:

- Kilograms of additional airborne toxics spewed into the neighborhood's air every day (in direct violation of the hospital's public health mission)
- Hundreds of potential work hours lost to additional traffic congestion
- Higher risk of traffic crashes, which lead to higher insurance rates
- Additional pavement maintenance demands on local streets.

These parking subsidies aren't just a bad deal for local health care consumers, they're a bad deal for Portland taxpayers.

I understand that the hospital's management is committed to car ownership and driving to work, and that is why they believe that parking is important.

But for the workers who are actually providing health care, spending long long hours in a stressful work environment, the idea of spending another hour every day doing the unpaid labor of a long commute is exceedingly unattractive. Many employees would welcome the opportunity to let somebody else drive them to and from work. Indeed, workplace satisfaction research suggests that providing those choices could be crucial to the hospital's ability to recruit and retain young workers.

If the city's new Institutional Development Framework is to be successful, we, as a city, need to hold institutions accountable to bearing the full cost of their transportation policies.

This plan falls far short of that standard: it harms the hospital's bottom line with grotesque parking garage subsidies, it harms the surrounding neighborhood with more pollution and traffic risk, and it does a disservice to METRO's capabilities. The Planning Board has an excellent opportunity to help them find a better solution at a lower cost to everyone, and I look forward to following your progress.

Yours,
Christian MilNeil
45 Smith Street

Western Prom Neighborhood Association
Comments re MMC IDP

4/25/17

I am Anne Pringle, speaking for WPNA and am part of the MMC Expansion Group, representing WPNA,

First, this is a tremendous piece of work, well-drafted and clearly-expressed.

Many of the comments and suggestions made by WPNA during the monthly Expansion Group meetings have been incorporated, so I will not reiterate them here. At last week's meeting, the Group reviewed all comment made on the draft IDP before you and I believe most of those made by WPNA will be incorporated in future drafts.

But I do want to note a few key issues for our neighborhood:

The TDM is a major project element and includes some creative approaches. And in particular, we appreciate the statement about finding ways to discourage employee on-street parking in our neighborhood. WPNA and others have suggested that cash incentives for not bringing employee cars to the campus need to be further explored, in order to limit the need for parking and reduce traffic.

Parking need is a major topic of concern for the neighborhood and we have had very open discussions in the Expansion Group meetings. While nothing is yet settled, as noted in the draft IDP, we really appreciate that MMC is actively exploring options to a massive parking structure within the IDP boundary. We do want to state, as we have to MMC, that WPNA opposes any plan to construct a multi-level parking garage on the Vaughan Street surface lot. We believe that such a structure would be incompatible with our residential neighborhood, would bring more traffic into the area, and that this valuable piece of real estate would be better used for hospital-related offices or housing for hospital residents or

employees.

And finally, we have identified five properties owned by the hospital in our residential neighborhood. These are inventoried in the IDP (page 24) and one of them, the Vaughan Street surface parking lot (the “South Lot”) previously noted, would be covered under “long-term redevelopment zones” (p.61). As you know, encroachment into residential neighborhoods has long been an issue of tension with institutions and the IDP should encourage reversal of past encroachment. Three of the five properties WPNA has identified (two mansions on the Western Prom and a carriage house operating as a maintenance garage on Chadwick Street) would be prime opportunities for redevelopment as housing. They should be part of a plan by the MMC to divest, capture their significant value, and reinvest the proceeds in hospital-related facilities in another suitable location. Perhaps the heading in the IDP should be “long term divestment opportunities”...

WPNA appreciates your consideration of these comments and again thanks MMC for its open engagement with its neighbors.

Another comment re: the MMC institutional development plan

1 message

Christian MilNeil <c.neal.milneil@gmail.com>

Thu, Apr 27, 2017 at 4:32 PM

To: "zbarowitz@gmail.com" <zbarowitz@gmail.com>, Stuart O'Brien

<sgo@portlandmaine.gov>, Jean Fraser <JF@portlandmaine.gov>

From the Urban Land Institute, another approach that a nonprofit hospital might consider taking towards its parking policies:

In 2010, the city council adopted Seattle Children's major institutional master plan guiding the expansion of the 250-bed hospital to 500 to 600 beds by 2030.

The master plan also required that the hospital **reduce its employees' drive-alone rate from 40 percent to 30 percent by 2030**. With a 72 percent drive-alone rate in 1995, the hospital had pulled out the stops to get the drive-alone rate down to 40 percent. In 2010, they promised to go even lower, **despite a residential location served by only two bus routes and a light-rail station 1.5 miles (2.4 km) away**.

Jamie Cheney, Seattle Children's director of transportation, knows that getting to 30 percent will take innovation and leadership. "The low-hanging fruit is gone; the mid-hanging fruit is gone," she says. Her zeal is not driven by state laws and city regulations—although those are important—but **by the sobering reality that dollars spent on structured parking are dollars that will not be spent on restoring children to health**. "Building surface parking is not the highest and best use of scarce land," she says. **For each year the hospital avoids building structured parking—at \$60,000 a stall—they estimate a cost avoidance of \$25 million**.

Seattle Children's opened the first phase of the expansion in 2013: **238,000 square feet (22,000 sq m) of clinical space with no net new parking**. The second phase breaks ground in 2018 and will eventually add up to another 293,000 square feet (27,000 sq m) of clinical space with only 100 net new parking spaces. The hospital hosts up to 6,000 workers and 1,000 patients daily with only 1,400 parking spaces on campus.

One difference: the Seattle Children's neighborhood, Laurelhurst, has a population density of 5,910 people/sq. mile; as the article notes, only 2 bus routes serve their campus; the combined density of the West End/Parkside neighborhoods is about 8,700 people/sq. mile and MMC has got 8 regional bus routes with stops within 2 blocks of their campus.

Christian MilNeil

[double u double u double u dot christianmilneil dot com](mailto:double_u_double_u_double_u_dot_christianmilneil_dot_com)

Local Residents Concerns NOT Being Addressed by Portland Planning Department Re MMC Proposed Development

1 message

Karen Snyder <karsny@yahoo.com>

Tue, May 9, 2017 at 1:33 PM

Reply-To: Karen Snyder <karsny@yahoo.com>

To: Jeff Levine <jlevine@portlandmaine.gov>

Cc: Belinda Ray <bsr@portlandmaine.gov>, Saint John Valley Neighborhood Association <sjvna1@gmail.com>, Jean Fraser <jf@portlandmaine.gov>, Ian Jacob <iancasperjacob@gmail.com>, Paula Agopian <pagopian1@yahoo.com>, Planning Board <planningboard@portlandmaine.gov>, "planning@portlandmaine.gov" <planning@portlandmaine.gov>

Hi Jeff,

I have been to two MMC neighborhood workshops and 2 IOZ planning meetings and in all these meetings, I have consistently brought up the concerns of quality of life issues for the est. 300 residents that live around the MMC who would potentially have to suffer through this extremely long 5 to 20 year construction plan besides the out of context proposal for a 13th story parking garage at the corner of Congress and Gilman.

These concerns have not been addressed still by MMC or the Portland Planning Department or the Planning Board.

Can you please answer the below two questions.

1) How will the City of Portland planning department manage the quality of life concerns for local residents during a long term proposed MMC construction project: Quality of Life issues such as noise, vibration, foundation damage, dust abatement, etc.

When buying property, there is a level of expectation of enjoyment of his/her property and comfort within their residence. When one buys a property within city limits, there is a level of expectation of "development construction" but 5 to 20 years per MMC projections is unreasonable and damages the quality of life of residents.

As a landlord interviewing new tenants and they ask is this building a quiet street? It puts me as a landlord in an awkward position as how NOT to mislead these potential candidates which would be illegal. However, this awkward position that landlords on Gilman/Valley face would be directly caused by the Portland planning department's agenda.

Speaking from experience, I have all ready had to suffer through 3 years of a botched never ending renovation across the street from me on the East End and that was intolerable. To expect over 300 local residents to live through 5 to 20 years of construction is unacceptable.

2) It is rumored that the Planning department personnel actually went to MMC and encouraged them to do additional construction in order to develop the IOZ. Isn't this counter intuitive of a city's planning department to deliberately encourage quality of life issues for numerous residents and

especially a long term construction proposed projects? Where is the livability for these Portland residents that is considered in the Portland Planning Department's mission statement?

In conclusion, it is quite disconcerting to see the Portland city planning department avoid and evade answering quality of life concerns for local residents when your department's mission statement on the website specifically says the following: **"The Planning and Urban Development Department promotes and plans for the future vitality, livability and prosperity of this remarkable city and all its people."**

How is this specific situation livable for local residents?

I would appreciate a response to these questions that have been consistently asked and never provided a response.

Regards,
Karen Snyder
24 Gilman St.



May 15, 2017

Dear Mr. O'Brien:

The Portland Bicycle Pedestrian Advisory Committee (PBPAC) has reviewed Maine Medical Center's draft Institutional Development Plan and respectfully requests that the Transportation Demand Management plan be released as soon as possible.

The timely release of the TDM plan is critical to informing the proposed development, especially as it relates to parking demand, traffic routes, sustainability, connectivity, neighborhood livability, and congestion.

Furthermore, a complete and thorough TDM plan will allow for meaningful public review and input; and should take into account the integration of pedestrian, transit, and bicycle access to the facility.

Additionally, PBPAC recommends:

- o Comprehensive assessment of existing bus use (among patients and staff) and potential effect of increased frequency and expanded service
- o Full coverage of transit passes for employees and an easy program for obtaining passes
- o Consideration of Bike Share Program
- o Consideration of restoring two way traffic between I-295 & St. John Street
- o Funding towards increased frequency and extended hours of bus service (METRO routes 1, 8, 9A, and 9B)
- o Improvements to bus shelters (incorporation of transit tracker app information at shelter, heat, etc.)
- o Consideration of transfers for those using buses besides Routes 1, 8, 9A, and 9B

Thank you for your attention. If you would like to discuss this with members of PBPAC, we would be happy to arrange that.

Yours kindly,

Alex Pine, Vice Chair on behalf of PBPAC

The Portland Bicycle and Pedestrian Advisory Committee is an ad-hoc group of Portland-area residents working to make the city and region a better place to walk, bicycle, and wheelchair. We advocate and educate for bicycle, transit, and pedestrian issues, including handicap accessibility.

SJVNA requests and suggestions of MMC IDP

1 message

moses sabina <mosessabina@yahoo.com>

Tue, May 23, 2017 at 12:06 PM

Reply-To: moses sabina <mosessabina@yahoo.com>

To: Jean Fraser <jf@portlandmaine.gov>

Cc: Tuck O'Brien <sgo@portlandmaine.gov>, Garry Bowcott <garrybowcott@hotmail.com>,

Tim McNamara <stjohnvalley@live.com>, Spencer Thibodeau

<sthibodeau@portlandmaine.gov>, Sarah Martin <boccafe@hotmail.com>, Jenny

MacKenzie <jenabeat@hotmail.com>

Jean,

The following is a bullet point style "bucket list" of requests and suggestions for the MMC IDP for submission to the planning board.

To the Portland City Planning Board,

My name is Moses Sabina. I reside at 4 Gilman St. Members of our neighborhood association have collaborated on the following list of requests and suggestions for the MMC IDP for your consideration.

St John Valley Neighborhood Association Requests and Suggestions for MMC IDP

-

- Keep the zoning restriction to 65 feet for the Gilman Block.
- We support the partnership of MMC and East Brown Cow to build a parking garage behind the Atlantic Building
- Improve proposed community engagement strategy
 - In quarterly meeting MMC representative needs to be on a high enough level to engage in an informed discussion and answer all questions
 - Keep scheduled meetings. If the MMC rep can't attend, have a secondary rep who is informed and capable of answering all questions
 - Require city representative; city counselor, planning department
 - When neighbors and MMC are at odds, how will issues be resolved?
- Accountability and Enforcement improvements going forward. How will issues be resolved?
- Ensure that the area doesn't become an institutional desert / Deter crime and prostitution
 - Require retail along Congress and St John
 - Move the hospital retail (flower shop, gift shop, pharmacy) to the Congress St side to enliven the corridor when the entrance is moved
 - Open the pharmacy serve staff and public, and patients.
- Preserve treasured neighborhood institutions
 - Gathering spaces like Pizza Villa and Salvage BBQ are an integral part of the fabric of the neighborhood
 - Pizza Villa is a multi-generation family owned restaurant, having served Portlanders for over 50 years

- Salvage BBQ is a large family restaurant, and the only establishment hosting music events in the neighborhood
- When change occurs mixed use will remain in the area
 - Preserve night time activity. Retain businesses that are open after 6 pm.
 - Require the replacement of a business with a similar business. For example, a Class A license with a Class A license
- Neighborhood integration and transition on the design front- desire for expansion to be integrated with and preserving the integrity of the neighborhood, not to replace the neighborhood.
- Options to reduce the scope of the IOZ and impact on residential structures:
 - Redraw IOZ boundary. Include St John from Congress to Park Ave.
 - At worst, draw the IOZ partially blocks on the Pizza Villa and Salvage BBQ blocks, excluding Pizza Villa, Salvage BBQ, and the residential buildings.
 - Require that any residential that is removed be reestablished in the neighborhood
 - Require that MMC must develop its existing property (South Lot, Gilman Block) before acquiring new properties in the neighborhood.
 - Do not allow existing businesses and residential buildings after MMC acquisition to exist in a demolished or vacant state, or used as surface parking lots until MMC is ready to build on the site.
- More specificity in the construction management framework with types of mitigation that will be available if necessary,
 - Require baseline engineering readings to accurately measure impacts on foundations
 - Require concepts for construction buffering, sound mitigation plans etc.
 - Require a plan to compensate neighboring businesses for any significant loss of business, and residential property owners for loss of tenants and rent reduction.
 - Require a standard for the upkeep of layout areas

Respectfully submitted,

Moses Sabina

From: **moses sabina** <mosessabina@yahoo.com>
Date: Tue, Aug 1, 2017 at 4:22 PM
Subject: Fw: Hot Suppa, 703 Congress Street, Rear Yard Setback
To: Jeff Levine <jlevine@portlandmaine.gov>, Jeff Levine
<jmy@portlandmaine.gov>
Cc: Alec Sabina <hotsuppa@hotmail.com>, Evan Carroll | Bild Architecture
<evan@bildarchitecture.com>

Hi Jeff,

Thanks again for walking the neighborhood with us last week. It was revealing to hear some of the things that would and would not make St John Valley attractive to a residential developer. I'm excited to begin the process of actively seeking developers for the beneficial growth of the neighborhood.

I agree with your idea that it is important for the city to get MMC to commit on paper the blocks that they've been planning to develop for some time; their previous attempt to buy the Sportsman lot, and the foothold parking lot they have on the Villa block certainly indicate their interest in those properties. I was optimistic that the new IOZ process would first force MMC to put their intentions in writing, and then open those boundaries up for discussion and compromise with the neighborhood. To my disappointment, however, the process has not resulted in MMC drawing alternative boundaries or compromising on their proposed boundaries in any way. This will set the precedent that an institution can draw its ideal boundary, gain planning board approval with no push back, and the objections of the neighborhood are ignored. Is this the new standard for institutional growth in the city? I fear that this property value engineering could impede any other development, because property owners are going to wait to sell to MMC for top dollar. While I admit that new IOZ boundaries opened up the possibility of relocating the employee garage, I would highlight that the real achievement there was arriving at a superior alternative to a very stupid idea by listening to all concerned parties. I believe that we can achieve more mutually beneficial outcomes if the neighborhood voice is heeded again..

I wanted to circle back on our discussion about Hot Suppa expansion and zoning, and connect you in to the thread with Ann Machado and our architect Evan Carroll. I'm hoping there's a way to get this done, and appreciate you looking into it. Thanks, Moses



Helen Donaldson <hcd@portlandmaine.gov>

MMC Submission for 8/8 Planning Board

Zack Barowitz <zbarowitz@gmail.com>

Sun, Aug 6, 2017 at 11:14 PM

To: "Alexander M. Green" <AGreen@mmc.org>

Cc: Tuck O'Brien <sgo@portlandmaine.gov>, Jennifer Munson <jmy@portlandmaine.gov>, "Donaldson, Helen" <hcd@portlandmaine.gov>, Jean Fraser <jf@portlandmaine.gov>, Barbara Barhydt <bab@portlandmaine.gov>, "Alkan, Basak" <Basak.Alkan@perkinswill.com>, Jeffrey Sanders <SANDEJ4@mmc.org>, Mark Harris <HARRIM6@mainehealth.org>, "Penelope E. St Louis" <STLOUP@mmc.org>, Walter Pochebit <POCHEW@mmc.org>, Anne Pringle <oldmayor@maine.rr.com>, Carrie Losneck <closneck@gmail.com>, Dennis Morelli <MORELD@mmc.org>, Emma Holder <pna@parksideneighborhood.org>, Garry Bowcott <garrybowcott@hotmail.com>, Ian Jacob <iancasperjacob@gmail.com>, "Lin (linparsons@maine.rr.com)" <linparsons@maine.rr.com>, Michael Patterson <michael.patterson@martinspoint.org>, Michael Patterson <mchljprrsn@aol.com>, moses sabina <mosessabina@yahoo.com>, Spencer Thibodeau <sthibodeau@portlandmaine.gov>, Tim McNamara <stjohnvalley@live.com>, Trevor Watson <trevorewatson@gmail.com>

Jennifer et. al.;

Please find my comments on the IDP below. I apologize for any errata as I have been a little pressed for time, this memo obviates my previous submission as it is much more extensive. I have not reviewed the Regulatory Framework but I hope to before the August 8th meeting.

Thank you,

Zack

Notes on IDP for Planning Board Review, August 8 2017

As the Institutional Development Plan is coming before the Planning Board on 8/8. I am happy to say that some progress has been made:

- The 13-story parking garage that had been proposed on the corner of Congress and Gilman has been relocated to a better and more equitable location situated behind the Eagles Club on the west side of Saint John Street [NB This now puts a section of the IOZ in District 3/Libbytown.]
- After initially rejecting the idea of street level retail along Congress Street; MMC now has incorporated this concept into its plan.

Both these development have made for a stronger proposal which have great benefits for MMC, the neighborhoods, and the city as a whole. However, there are still several areas where improvement is still needed which I have outline below but a few notable examples include:

- The traffic plan is not present and needs to be more fully developed
- The TDM which is supposed to reduced the automobile traffic actually includes a tremendous incentive for parking by charging employees only \$6/month; nor does it seem to do enough to encourage pedestrian access for proximate residents.
- The plan calls for significant encroachment into the neighborhood/abutting properties, notbably the Pizza Villa block, Salvage BBQ, the "old Sportsman's lot," among others.
- MMC should consider lots and locations along the southern end of Saint John Street like the area already in the IOZ behind 222 Saint John to the Eagles' Club. This vast parking area and existing building gives the hospital ample space for medical/administrative facilities in addition to parking and the planned annexation of 222 Saint John.
- I could not find reference to plans for the Forest Street garage. Is there a plan for it?

COMPLIANCE WITH COMP PLAN

P. 7 **“Economic Growth”** - MMC lists “parking availability” as being compatible with economic growth, which seems a dubious claim.

P.7 **“Transportation”** - The language is very weak in this section, for example it says that the TDM is a joint responsibility of MMC and the City “which will take years to address.” I would like to see a shorter, more specific timeline.

TRANSPORTATION PLAN

P.17 The issue of patient parking is ambiguous. Do patients drive themselves to the hospital and then get admitted for extending stays? What happens to their vehicle in that time? Would MMC pay patients to arrive via taxi, Uber, or Lyft within a certain geographic radius?

P.18 Congress Street and the I-295 west bound off-ramp (the one near Denny’s) should be listed among the high crash locations (HCL) as not only is the crash rate extremely high but it is also an ambulance route.

P. 22 9% of employees use the “Get on Board” program which is pretty low considering the number who live nearby. The proposed 1.5% increase seems a modest goal.
[note: “Complementary” is misspelled on this page].

P.23 How much is the discount for the bus tickets? It should be upwards of 75%

P.24 \$6/month for parking ENCOURAGES single passenger motor vehicles and should not be part of the the TDM or any other plan.

P.24 In addition to carpooling, MMC should consider a ‘Walkpool’ program, they may use the Portland “walking school bus” as a model.

P. 34 There is reference to page 51 but my document has only 43 pages. This happens several times.

DESIGN

P. 34 States that the City encouraged the hospital to identify key parcels outside the (current), this much to the chagrin of residents and neighbors of said properties; and seems somewhat irregular.

P. 36 **Retail Space.** IDP states: “to the extent possible, given programmatic needs . . .” This is pretty weak language on an important amenity.

I propose - **Guidelines for retail frontage.** The design guidelines for the retail frontage should include both quantitative and qualitative standards. Examples of the former would include: % of total frontage, min square footage, specificity of location (i.e., across from Weymouth Street, between Gilman and Saint John.

Qualitatively, the location of the retail should be **synergistic** to existing retail (e.g., La Bodega), and the pedestrian link between Bramhall Square and Saint John Street. The retail should be complementary to the hospital's and neighborhood needs such that a restaurant, coffee shop, florist, pharmacy, grocery, child care, First Care/community health, and gift shop would qualify while an automotive supply not.

P.36 Calls for "slip resistant surfaces, such as concrete" this is weasel word language to allow MMC to install a cheaper sidewalk material (such as concrete) instead of more costly slip-resistant brick.

P.37 Under safety features, a 24 hour retail could add full-time eyes on the street.

P.37 States that the Congress Street building will be "pulled (set) back to the extent possible." Can we be more specific? No one wants Congress Street to turn into a canyon. The north facing orientation and winds are already challenges.

P.37 The idea of a glass building with light emanating from it 24/7 could look nice but it is a serious hazard to birds.

ENGAGEMENT

P.39 The composition of the groups presents several challenges. As District 3 is now in the IOZ then the District 3 City Councilor should be a member of the group. I also think At-Large Councilors should be invited.

It is also problematic that Portland does not have official Community Boards but must instead rely on an informal network of neighborhood organizations each with their own membership and organizational structure.

Minute taking: Meetings should be recorded and transcribed or be taken by an independent 3rd party.

[Quoted text hidden]

--

[207-838-6120](tel:207-838-6120)

[917-696-5649](tel:917-696-5649)

ZacharyBarowitz.com

ATTENTION:

The information in this electronic mail message is private and confidential, and only intended for the addressee. Should you receive this message by mistake, you are hereby notified that any disclosure, reproduction, distribution or use of this message is strictly prohibited. Please inform the sender by reply transmission and delete the message without copying or opening it.



Helen Donaldson <hcd@portlandmaine.gov>

Fwd: Planning Board Workshop August 8, 2017

Jean Fraser <jf@portlandmaine.gov>

Tue, Aug 8, 2017 at 1:35 PM

To: Barbara Barhydt <bab@portlandmaine.gov>, Helen Donaldson <hcd@portlandmaine.gov>, sgo@portlandmaine.gov

Sent from my iPhone

Begin forwarded message:

From: stjohnvalleyneighborhood <stjohnvalley@live.com>**Date:** August 8, 2017 at 11:16:51 AM GMT-4**To:** "jf@portlandmaine.gov" <jf@portlandmaine.gov>**Cc:** stjohnvalleyneighborhood <stjohnvalley@live.com>**Subject:** Planning Board Workshop August 8, 2017

Hello Jean,
Hope you are enjoying your summer!

Please submit this for tonight's Planning Board Workshop.

To The Planning Board:

I request that the following questions be asked and answered during tonight's workshop:

Does the City Planning Division or any member of City staff, committee or individual employee have a copy of the Gorrill Palmer traffic analysis referenced on page 54 of the IDP?

If the City has this report, how would a member of the public go about viewing it?

Thank you,

Tim McNamara

251 Valley Street Portland.



PLANNING BOARD REPORT PORTLAND, MAINE

India Street Form-based Code Zone
Zoning Text & Map Amendment
City of Portland, Applicant

Submitted to: Portland Planning Board Public Hearing Date: August 8, 2017	Prepared by: Caitlin Cameron, Urban Designer Date: August 4, 2017
--	--

I. INTRODUCTION

The intent of the Form-Based Code (IS-FBC) text and map amendments is to address three issues:

- Items in the code where there is a need for clarity of interpretation to meet the original intent
- Adding content that addresses oversights or omissions in the original zoning
- Adding some flexibility by revising dimensional requirements that are too difficult to meet or are inappropriate and adding a partial waiver option

Staff is requesting revisions to the ISFBC based on the experience of applying the code to Site Plan and Building Permit applications over the last year and a half. As a new code with a format different from the other zones in Chapter 14, there are some parts of the code that are unclear or could be interpreted differently from the original intent. The amendments proposed seek to address these interpretation issues and provide clarity to the zoning language and *Regulating Plan*. Additionally, the proposed changes reiterate all *Building Design Standards* that have dimensional requirements into the zoning code. Finally, a waiver provision is proposed to add some flexibility to the zone.

This is Planning Board public hearing on the revisions to the zoning code and subdistrict map after one workshop was held July 25, 2017. The workshop included comments and questions from six members of the public on the topics of enforcing active frontages, appropriate scale transition from Franklin Street to Hampshire Street, clarification on height bonus applicability, and the implications of non-conformity.

One public comment was received just before the workshop on the topic of the new waiver ([Attachment 5](#)). Staff sent proposed amendments to the former members of the India Street Neighborhood Advisory Committee and interested parties list for review and comment. Staff also received inquiries from two property owners on Hampshire Street with questions about the nature of the map amendment.

II. SUMMARY OF REVISIONS (Attachment 1)

14-275.2 Applicability – Add a waiver provision for specific quantitative requirements within the code – Due to site constraints, some quantitative requirements have been difficult for projects to achieve such as number of modules for additional building length, building entry elevation, length of blank façade, entry orientation. Staff suggests that these aspects of the IS-FBC be eligible for a partial waiver under specific conditions. The waiver would be granted by the Planning Authority and certain conditions would need to be met by the applicant for consideration. The intent of the waiver would be to allow flexibility of dimensional requirements, not to exempt a project from meeting the requirement all together.

The following zoning requirements are only those eligible for partial waiver:

- Building orientation
- Blank façade length
- Building entry frequency, orientation, or elevation
- Garage door setback or width
- Additional Building Length – ground floor partition or module requirements

Sec 14-275.4 Definitions – Some definitions removed as superfluous and not needed special definition. LOT LAYER concept is also proposed to be removed from the zoning – this system is a variation on the idea of setbacks that divides a lot into zones where different building activity can happen. This system does not exist in other zones and has been difficult to explain and enforce.

- Removed = Alteration, Buildable Area, Expression Line, Lot Layer

Table 14.275.4 Definitions Illustrated

- Removed = LOT LAYER illustration – no longer applicable
- Revised = label explaining *Maximum Building Length* also applies to building additions

Sec. 14-275.5 Regulating Plan (Map Amendment)

- Revise ISFBC boundary to reflect 2016 map amendment on Washington Avenue
- Depict new historic landmarks for reference
- Extend UA subdistrict to occupy whole length of Congress Street – this results in an extension of the UA subdistrict and its dimensional standards 50’ to 108’ on either side of Congress Street to the Franklin Street intersection. Staff believes this subdistrict revision would result in very little change on the affected properties because those properties are contributing buildings in the new India Street Historic District and are very unlikely to be redeveloped. The most substantive change is the maximum height allowed which will be reduced from 65’ and 6 stories to 50’ and 4 stories.
- Define UN boundary on Federal Street, and Newbury Street to end 50’ from Hampshire Street line – the original zone shows the UT boundary drawn two parcel depths in from Franklin Street without written description of the boundary. Due to the changing nature of the parcel lines, staff is recommending that this boundary where UN ends and UT starts should be better defined and independent of the parcel lines and to reflect the depth of one lot facing Hampshire Street.

The original intent was for the half of the block facing Franklin Street would be allowed to be developed with consistent UT subdistrict dimensional requirements and that the half

of the block facing Hampshire Street would have the UN subdistrict requirements to help preserve the small-scale character of that street.

The practical implication is that the UT boundary is extended only in one location – 50’ extension on the north side of Federal Street towards Hampshire Street. In all other locations this does not result in an extension of the UT boundary.

The revisions include adjustment of the drawing and the addition of a note defining this boundary (see LEGEND). See Attachment 2 to compare the proposed with existing Regulating Plan.

Sec. 14-275.6 General Development Standards - Remove references to LOT LAYERS

(b) Siting Standards

2. Frontage Requirements

- a. Add a minimum lot frontage of 30’ – to ensure that new subdivisions result in buildable lots. This change would result in approximately 17 legally non-conforming lots. (Attachment 4)
- b. Clarify that Building Length measurement does not include decks, porches, or balconies.
- c. Building length vs. setback requirements - Clarifies that building length requirements take precedent over setbacks in the case of full-block lots.
- d. Additional Building Length – “module” is better defined to clarify how the standard should be applied.

3. Setbacks

- a. Side Yard Setbacks for Small Lots – clarify that side yard exemption applies to any frontage of less than 35’, rather than total frontage. This change affects approximately 26 existing lots (Attachment 4).
- b. Reduced Side Yard Setbacks – clarify that this may only be applied to one side yard for a corner lot.

5. Building Additions b. Exemptions

1. Building Addition Length – clarify that building length maximums apply except when the existing building is legally non-conforming in length and addition has street frontage.
2. Building Addition Height in Stories – clarify that building height minimums and maximums apply except when the existing building is legally non-conforming in number of stories.

(c) Height Standards 1. Height Bonus

- a) Applicability – clarify that height bonuses are allowed on buildings with frontage facing a UT, UN street, or Congress Street and how height bonuses apply to corner conditions.
- b) Provision 3 – Clarify that the 20% affordability requirement means number of units and that units must be of equivalent size as market rate units

Sec. 14-275.7 Subdistrict Dimensional Requirements - Remove references to LOT LAYERS

- Frontage Requirements (all subdistricts) – Add reference to *Blank Façade* length requirements from *Building Design Standards*
- Height Standards (UA subdistrict) - Ground Story Height – 12’ clear requirement removed.

In practice, this standard has been difficult to meet, especially on sloped sites. The rigidity of a quantitative height in this situation has also prevented some buildings from being contextual with its historic neighbors in the datum and expression lines. Removing this requirement will not preclude the intent of UA frontages having an active ground floor – other requirements remain that will produce this result (% of fenestration required, stoop elevation cannot be more than one step above sidewalk).

- Parking Standards (all subdistricts) - LOT LAYERS translated to setbacks
- Corner Conditions
 - LOT LAYER references removed and translated to setbacks
 - Quantitative requirements reiterated where applicable (Entry frequency, orientation, stoop elevation, blank façade length)
 - UA Ground Story Height – requirement removed

Table 14-25.7 Dimensional Requirements Illustrated – Existing diagrams were updated to reflect the above-mentioned text changes:

- a. Building Addition Exemptions – clarifying language regarding length + height requirements
- b. Building Length – LOT LAYERS translated to setbacks
- e. Additional Building Length – Massing Variation (UT) – LOT LAYER reference removed

Other Revisions

Building Design Standards (BDS)

- Standard 3.3 Blank Facades = add BLANK FAÇADE length maximums to the zone
- Standard 7.2 = revised to say “All **simple** roof forms are allowed in all Subdistricts.”
– Though the neighborhood includes a mix of roof forms, the predominant, character-defining forms are simple, rather than compound or complex, roof forms. Changing this standard is requested in order to emphasize that neighborhood design characteristic and be able to strengthen the ability to enforce the intent to preserve the neighborhood character. (Attachment 3)

III. COMPREHENSIVE PLAN ANALYSIS

The proposed amendments are subject to compatibility with two policy documents:

- *Portland’s Plan 2030*
- *India Street Sustainable Neighborhood Plan (ISSNP)*

The newly adopted Comprehensive Plan identifies in the Future Land Use map the India Street neighborhood as an area to be enhanced. Making these adjustments to the zone allow for the development, renovation, and enhancement of this part of the city to continue. The Comprehensive Plan also states as a goal to simplify and clarify the land use code – the India Street Form-based Code was crafted with this goal in mind. The proposed amendments further refine the zone to clarify and simplify that policy document.

Division 15.2 IS-FBC zone Text Amendments

The text amendments proposed for Division 15.2 are intended to adjust language for interpretation, amend some dimensional requirements for feasibility, and provide some

flexibility in the zone through a waiver provision. These amendments do not alter the intent of the zone or Chapter 14, and therefore the zone continues to meet the policy goals of the Comprehensive Plan and ISSNP.

Division 15.2 IS-FBC zone Map Amendments

The map amendments proposed for Division 15.2 ISFBC are to more clearly define the boundary between the UT and UN subdistricts on Federal and Newbury streets. This amendment does not change the intent of the subdistrict placement or boundaries. The amendment does result in a 50' shift in the boundary location on Federal Street, the impacts of which staff consider to be marginal.

The other map amendment proposed changes the subdistrict on Congress Street at the corner of Franklin Street to have the UA subdistrict apply the full length of the block, removing the UT subdistrict designation. This results in a reduction in height allowed on two parcels by 15' and two stories. However, this down zoning has little to no practical implications because the parcels affected are within the historic district and are occupied by contributed buildings unlikely to ever be demolished. The change would impact the height of a potential building addition. Staff does not consider this change to be in conflict with the goals or policies of the Comprehensive Plan or ISSNP and believes this zone changes brings the parcels more in conformance with the historic district and preservation goals.

IV. MOTIONS FOR THE BOARD TO CONSIDER

On the basis of plans and materials submitted by the applicant, the policies of the IS-FBC Zone, Comprehensive Plan analysis, public comment, the information provided in public hearing on August 8, 2018 and/or other findings as follows:

1. Text Amendments to Division 15.2 IS-FBC Zone

The Planning Board finds that the proposed text amendment to *Division 15.2 India Street Form-based Code Zone (IS-FBC)* presented in Attachment 1 of this report, **[is or is not]** consistent with the Comprehensive Plan for the City of Portland; and

Therefore, the Planning Board **[recommends or does not recommend]** to the City Council approval of the zoning text amendment to Division 15.2 India Street Form-based Code Zone (IS-FBC).

2. Map Amendments to IS-FBC Zone Subdistricts

The Planning Board finds that the proposed map amendments to *Section 14-275.5 Regulating Plan* presented in Attachment 2 of this report, **[is or is not]** consistent with the Comprehensive Plan for the City of Portland; and

Therefore, the Planning Board **[recommends or does not recommend]** to the City Council approval of the zoning map amendments to Section 14-275.5 Regulating Plan.

3. Amendment to City of Portland Design Manual IS-FBC Building Design Standards

The Planning Board finds that the proposed amendment to the *City of Portland Design Manual Building Design Standards (IS-FBC)* presented in Attachment 3 of this report, **[is or is not]** consistent with the Comprehensive Plan for the City of Portland; and

Therefore, the Planning Board **[approves or does not approve]** the text amendment to the *City of Portland Design Manual IS-FBC Building Design Standards (BDS)*.

Attachments

1. Ch. 14 Div 15.2 India Street Form-based Code draft text and map amendments
2. Regulating Plan – revised and as adopted 2015
3. Building Design Standards – Standard 7.2
4. Map – potentially non-conforming lots
5. Public Comment

City of Portland
Code of Ordinances
Sec. 14-275.1

Land Use
Chapter 14
Rev. 08-08-2017

DIVISION 15.2. INDIA STREET FORM-BASED CODE ZONE (IS-FBC)

Sec. 14-275.1 Purpose.

The India Street Form-based Code is different than traditional zoning, placing the primary emphasis on a building's physical form and its relationship to the street, and de-emphasizing land use. The intent of the India Street Form-based Code Zone is to establish a zoning district that encourages a vibrant, walkable, mixed-use urban district, preserves and values the existing historic neighborhood fabric, and fosters and supports local businesses and residential areas. The components of a Form-Based Code include the Guiding Principles, REGULATING PLAN, Subdistricts, General Development Standards, Dimensional Requirements, BUILDING DESIGN STANDARDS, Diagrams, and Definitions.

The goal of the India Street Form-based Code is the creation and preservation of an active and human-scale public realm and the reinforcement of existing neighborhood character through good street space design.

(a) GENERAL GUIDING PRINCIPLES: The General Guiding Principles set forth here shall be applicable to all subdistricts within the India Street Form-based Code Zone.

1. The street is a coherent space, with consistent building and streetscape character on both sides of the street. This agreement of buildings and streetscape across the street contributes to a clear public space and district identity.
2. The street wall is visually well defined. Land should be clearly public or private. Buildings contribute to the vital and safe public space while providing a clear boundary to the private, protected realm.
3. Street walls are engaged with the street environment. Buildings are inviting places that interact with and contribute to the street vitality. Inactive edges, vehicle storage, garbage, and mechanical equipment should be kept away from the street. Shared infrastructure, to the extent practicable, including, but not limited

to, service alleys, parking areas, stormwater treatment, public transportation facilities, and driveways, shall be utilized.

4. Buildings are designed for the urban environment. Buildings must be designed for the urban situation within the subdistrict which often includes mixed-uses. Buildings are positioned near the street and FACADES are oriented to the street.
5. Respect historic character. If a property is within the India Street Historic District, Article IX Historic Preservation is applicable. New construction, BUILDING ADDITIONS, or ALTERATIONS alterations in the India Street Historic District shall reflect and complement the character defining features and elements of the existing historic development to which it is visually related.

(Ord. 83-15/16, 11-2-2015)

Sec. 14-275.2. Applicability.

The requirements set forth in this Division shall apply to all new development, primary and accessory structures, including BUILDING ADDITIONS within the India Street Form-based Code Zone as designated on the India Street REGULATING PLAN. The Planning Authority may grant a partial waiver from the strict adherence to the following zoning requirements:

- (a) Building orientation
- (b) BLANK FAÇADE length (max)
- (c) Building entry frequency, orientation, or elevation
- (d) Garage door setback or width
- (e) Additional Building Length - ground floor partition or module requirements

if it can be demonstrated that the waiver meets the intent of the ISFBC zone as stated in Sec. 14.27.1 Purpose and Sec. 14-275.7 Subdistrict dimensional requirements, and that at least one of the following applies:

- (a) The proposed alternative better achieves the zone and subdistrict intent; or
- (b) The zone or subdistrict intent will not be met by applying the requirement in this particular circumstance; or

- (c) There is a legal or practical necessity for unique conditions; or
- (d) Unique site factors make the zoning requirement impractical or cost prohibitive.

The following waiver conditions apply:

- a. The waiver shall be of the least adjustment reasonable necessary to satisfy the practical, programmatic, or functional needs of the proposed development; and
- b. The applicant shall demonstrate the need for the waiver to the satisfaction of the Planning Authority.

(Ord. 83-15/16, 11-2-2015)

Sec. 14-275.3. Establishment of subdistricts.

The India Street Form-based Code Zone as shown on the REGULATING PLAN is divided into three subdistricts:

- (a) Urban Neighborhood (UN) Subdistrict;
- (b) Urban Transitional (UT) Subdistrict; and
- (c) Urban Active (UA) Subdistrict.

(Ord. 83-15/16, 11-2-2015)

Sec. 14-275.4. Definitions.

Terms used throughout this India Street Form-based Code Zone may be defined in Section 14-47 or elsewhere in Article III, Zoning. Terms not so defined shall be accorded their commonly accepted meanings. In the event of any conflict between the definitions in this section and those in Section 14-47, or any other sections of Article III, Zoning, the Subdivision Rules and Regulations, or any other local land use ordinances, rules or regulations, those of this India Street Form-based Code Zone shall take precedence.

~~**ALTERATION** means a change or rearrangement in the structural supports, exterior appearance, or removing from or otherwise affecting the exterior appearance of a structure.~~

BUILDING ADDITION means any increase to footprint or volume of an existing structure. See Table 14.275.4c. Building - Principal & Accessory

~~**BUILDABLE AREA** means the area enclosed by the front, side, and rear yard setbacks and limited by lot coverage.~~

BUILDING, ACCESSORY means detached structure that is incidental and subordinate in area and extent, and/or use to the principal building(s) on the property. A lot may have more than one accessory building. See Table 14.275.4c. Building - Principal & Accessory.

BUILDING, PRINCIPAL means the main structure(s) on a lot having the predominant area and extent, and/or use. A lot may have more than one principal building. See Table 14.275.4c. Building - Principal & Accessory.

BUILDINGS, ATTACHED means two or more independent buildings that share at least one common PARTY WALL but have full building separation and independent PRINCIPAL ENTRIES; not free-standing. Attached buildings may or may not have common ownership.

BUILDING DESIGN STANDARD (BDS) means the basic design parameters governing building form, including intent, guidelines, and standards for architectural elements such as proportion, articulation, fenestration, entries, roof lines, and materials.

ELEVATION means an exterior wall of a building not along a frontage line. See FAÇADE and Table 14.275.4de. Frontage & Lot Lines.

ENTRANCE, PRINCIPAL means the main point of access for pedestrians into a building. A building may have more than one principal entrance.

~~**EXPRESSION LINE** means a line prescribed at a certain level of a building for the major part of the width of a FAÇADE, expressed by a variation in material or by a limited projection such as a molding or balcony.~~

FAÇADE means any exterior wall of a structure exposed to public view from a public right-of-way. See ELEVATION and Table 14.275.4de. Frontage & Lot Lines.

FAÇADE, BLANK means a building façade that contains expanses of wall area with no windows, no entrances, no articulation, and no other elements or features, or is otherwise undifferentiated.

GREEN ROOF means a roof of a building that is partially or completely covered with vegetation and designed to meet the Maine Stormwater Best Management Practices Manual standards and recommendations. A green roof installation must serve the purpose of reducing stormwater runoff through retention or slowing and consist of an assembly that at a minimum includes a root repellent system, a drainage system, a filtering layer, a growing medium and plants, and shall be installed on a waterproof membrane. The vegetated area of a green roof may be considered pervious for zoning impervious calculations.

~~**LOT LAYER** means a range of depth of a lot within which certain elements are permitted. See Table 14.275.4d. Lot Layers.~~

MID-BLOCK PERMEABILITY means a continuous, open-air corridor at least 20' in width that connects two streets or public rights-of-way and physically provides a break in the street wall. The corridor must be unobstructed and open to the sky for the majority of its length.

PARTY WALL means any partition wall common to two adjacent or attached buildings.

REGULATING PLAN means a zoning map that shows the boundary of the area and subdistricts subject to regulation by the India Street Form-based Code.

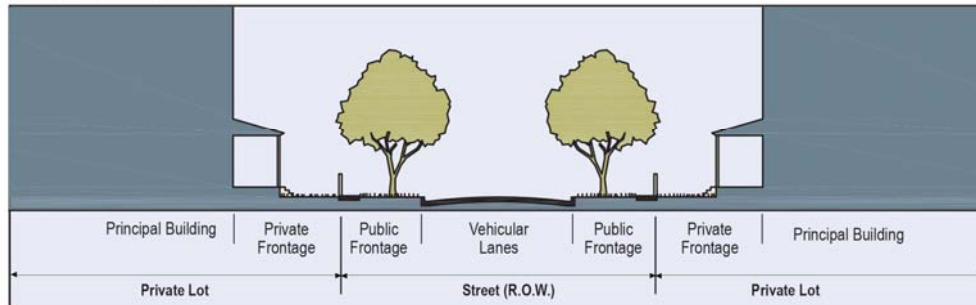
STEPBACK means a building setback of a specified distance measured from the ground floor building face that occurs at a prescribed number of stories or height above the ground and excludes the minimum necessary housing of elevators, stairways, tanks, fans, or other building operating equipment not intended for human occupancy.

YARD, SIDE means a yard adjoining a side lot line extending from the front yard to the rear yard, the width of which shall be the shortest horizontal distance between the side lot line and any structure. On corner lots, non-frontage yards shall be considered side yards. See Table 14.275.4b. Setback Designations.

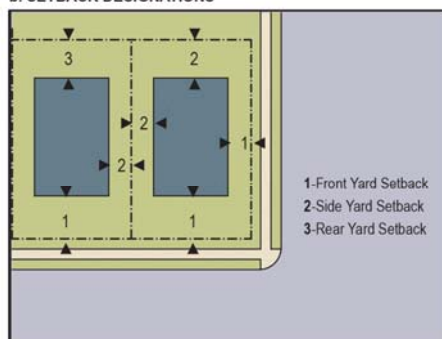
ZERO LOT LINE means the location of a structure on a lot such that one or more of the structure sides rests directly on a lot line. See Table 14.275.4~~de~~. Frontage & Lot Lines.

TABLE 14.275.4 DEFINITIONS ILLUSTRATED

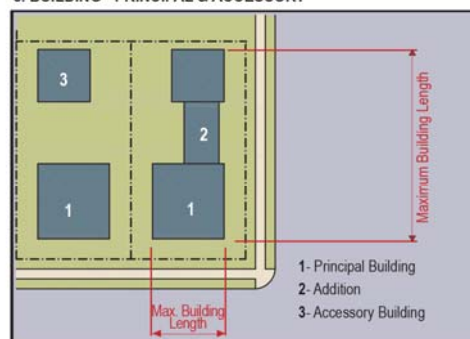
a. STREETS & FRONTAGES



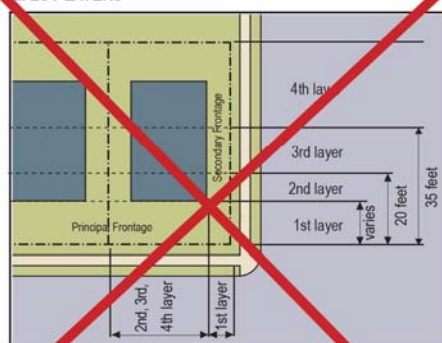
b. SETBACK DESIGNATIONS



c. BUILDING - PRINCIPAL & ACCESSORY

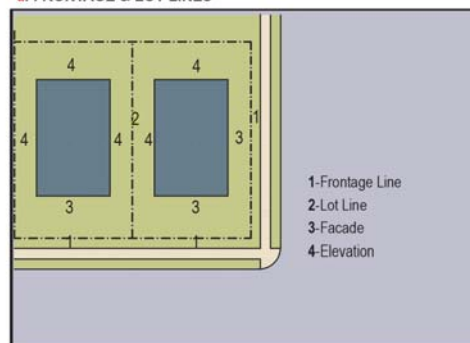


d. LOT LAYERS



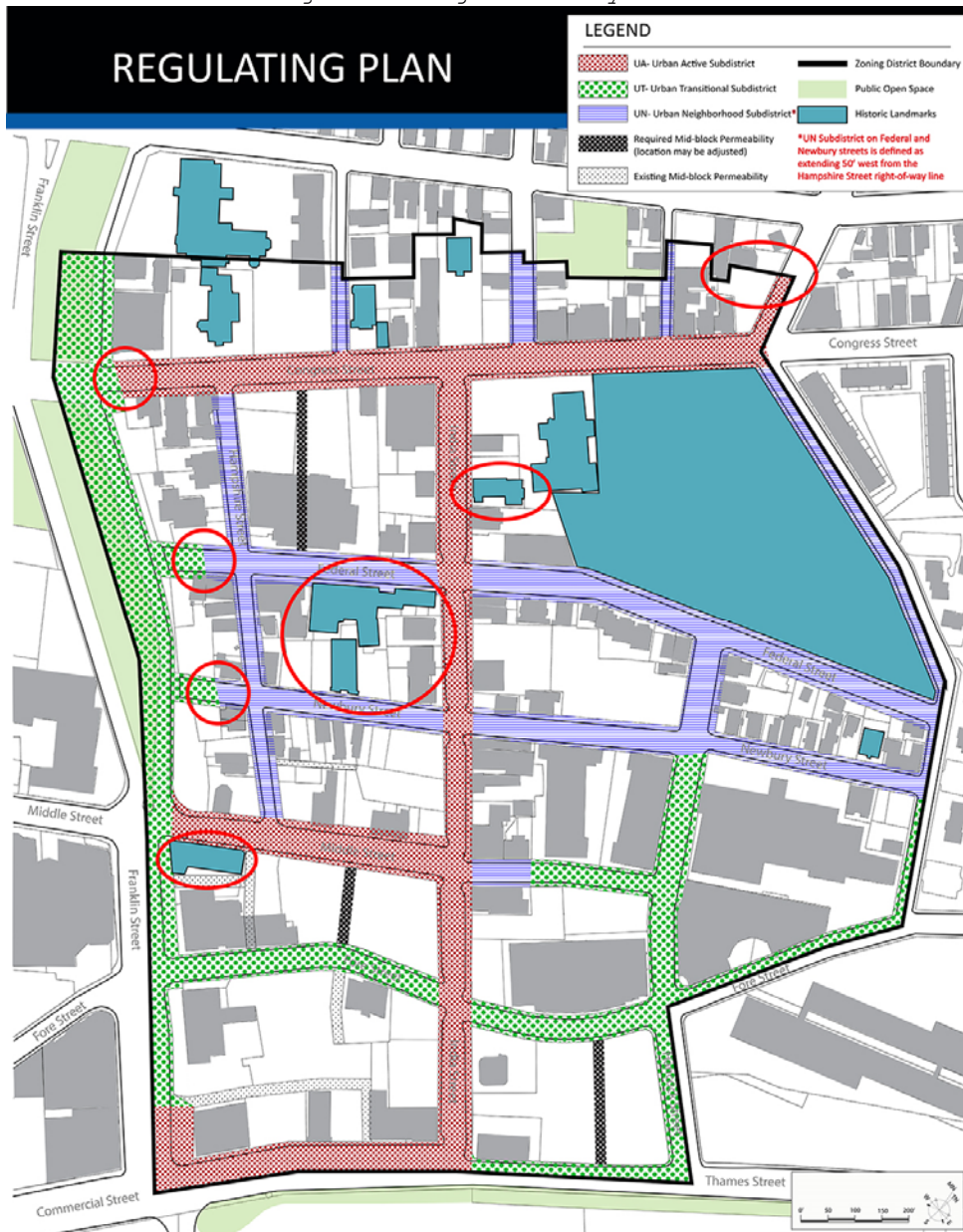
(Ord. 83-15/16, 11-2-2015)

d. FRONTAGE & LOT LINES



Sec. 14-275.5. Regulating Plan.

The REGULATING PLAN shows the location of the zone boundary and subdistricts subject to regulation by the IS-FBC zone.



Sec. 14-275.6. General development standards.

The following standards apply to all subdistricts unless expressly stated otherwise.

(a) *Prohibited uses* – uses not to be established in the India Street Form-based Code Zone include:

1. Correctional facilities;
2. Cremation facilities;
3. Drive-through facilities;
4. High-impact industrial uses, including industrial uses that are prohibited in the IL zone, specifically Section 14-233(c), (e - y), (aa);
5. Major/minor auto-service station;
6. Truck terminals;
7. Waste related services; and
8. Storage and parking facilities for Class 1 flammable and combustible liquids (having an aggregate total of more than 100 gallons) but excluding storage that is part of a motorized vehicle or pleasure craft facility.

(b) *Siting standards.*

1. MID-BLOCK PERMEABILITY.
 - a. Lots with frontage on two streets roughly parallel to Commercial/Thames Street, for each and every 200 feet in street line length of lot, a full break between structures of at least 20 feet in width shall be provided roughly perpendicular to Commercial/Thames Street and within the middle third of the applicable street frontage. (see Table 14.275.7a. Mid-Block Permeability)

- b. Is encouraged in any location that connects existing public or private alleys, passages, or streets.
- c. Any development providing MID-BLOCK PERMEABILITY with public access between two streets is eligible for one (1) additional story of up to 12' in height (see Sec. 14-275.6(c) Height Standards). Public access shall be defined through a legal agreement such as an easement or license.
- d. Refer to REGULATING PLAN for identified required MID-BLOCK PERMEABILITY locations.

2. Frontage requirements—

- a. Minimum street frontage = 30'
- b. Building length measurement shall not include porches, decks, or balconies that are appended to the principal structure.
- a-c. In the case of a corner lot or lot bounded by at least three streets, maximum building lengths may not be exceeded in order to meet front yard setbacks.
- b-d. Additional Building Length is allowed beyond the maximum building length under the following circumstances and according to the table below:

1. ATTACHED BUILDINGS: An unlimited number of ATTACHED BUILDINGS having up to 30' street-facing building length is allowed. A PARTY WALL condition is required at least every 30' and for the entire height of each building. (see Table 14.275.7d Additional Building Length - ATTACHED BUILDINGS).

2. Ground Floor Partitions: Additional building length is permitted with the provision of ground floor partitions where the following conditions are met: (see Table 14.275.7f Additional Building Length - Ground Floor Partitions)

- i. Partitions must extend from the FAÇADE at least 2/3rds of the building depth.

Formatted

ii. Partitions must be architecturally expressed on the building exterior.

Formatted

iii. Each module created by partition must have at least one functional, street-facing entry.

Formatted

iv. Modules created by partition shall be sized to have reasonable function and proportion in relation to overall building length.

~~iv.~~ In the UA subdistrict, number of modules are required based on building length:

Building length >50' but <100' = at least 2 modules

Building length >100' but ≤150' = at least 3 modules

3. Massing Variation: Additional building length is permitted where at least 30% and up to 40% of the total FACADE building length is set back ~~to the 3rd LOT LAYER~~ (at least 20') (see Table 14.275.7e Additional Building Length - Massing Variation).

4. Structured Parking Exception: Additional building length for one FACADE without partition walls is allowed for the use of ground-level structured parking.

Additional Building Length				
Subdistrict	ATTACHED BUILDINGS	Ground Floor Partitions	Massing Variation	Structured Parking Exception
UN	unlimited run	Not allowed	Not allowed	Not allowed
UT	unlimited run	200' max. length; 2 modules	200' max. length	200' max. length
UA	unlimited run	150' max. length; <u>Up to 3</u> modules	Not allowed	150' max. length

3. Setbacks.

- a. Side Yard Setbacks for Small Lots - Lots with a street frontage of less than 35' are exempt from providing side yards but only where required yard is perpendicular to the frontage that is less than 35'. ~~not required to have side yards.~~
- b. Where new construction or BUILDING ADDITION creates a side yard of less than 5', a maintenance easement is required where a combination of the side yard and easement must be at least 5'. PARTY WALL conditions are exempt from providing a maintenance easement. Corner lots may only apply the side yard reduction to one required side yard.
- c. Building FACADES within 10' of a corner are exempt from setback requirements in order to allow special corner architectural treatments.
- d. ATTACHED BUILDINGS on Individual Lots - Subdivision developments consisting of horizontally attached buildings on individual lots are not required to have side yards between buildings where a PARTY WALL condition will exist, but shall be required to meet the applicable side yard requirements at the external and internal subdivision lot boundaries between buildings that are not attached to each other.

4. Landscaping and screening.

- a. Surface parking areas shall be screened from view from sidewalks, public-right-of-ways, and public open spaces using landscaping, walls, fencing, or a combination thereof.
- b. Wall/Fence Dimensional Requirements

Wall/Fence Dimensional Requirements		
LocationLOT LAYER	Height	Visual Permeability
Within front yard1 st	6' max.	Required above 2' from sidewalk grade

Side or rear yard ^{2ND — 4TH}	8' max.	n/a
---	---------	-----

5. BUILDING ADDITIONS.

- a. BUILDING ADDITIONS which exceed the footprint of the existing building to which it is an addition or which exceeds 50,000 square feet shall be subject to Level III Site Plan review.

b. Exemptions

1. Building Length: A BUILDING ADDITION may not cause the building to exceed the maximum building length requirement except in the case that the BUILDING ADDITION is located between a street frontage and an existing building with a legally non-conforming length. In such an instance, a~~A~~ BUILDING ADDITION length may match but not exceed the legally non-conforming length of the existing building to which it is an addition. ~~All other Subdistrict Dimensional Requirements shall apply.~~ (See Table 14.275.7b. Addition)
2. Building Height in Stories: BUILDING ADDITIONS are exempt from story minimums or maximums in order to may~~match~~ existing building in number ~~and height~~ of stories. All other Subdistrict Height Standards shall apply including height minimum and maximums in feet.

(c) Height standards.

1. Height bonus.

a. Applicability:

1. If ~~principal~~a frontage faces a UT street, UN street, or Congress Street, then the portion of the building facing that street is eligible for a height bonus. For lots with multiple frontages where a frontage faces an ineligible

street, bonus story must be stepped back at least 35' from ineligible street line (see Sec. 14-275.7 (d) Corner conditions diagram UA intersects UT for illustration).

2. Only one height bonus may be applied per structure.

b. One (1) additional story of up to 12 feet in height is allowed if one of the following provisions is met:

1. For residential development with residential density equal to or greater than 150 dwelling units per acre (density may be achieved with the bonus floor);

2. For any development providing a GREEN ROOF, where:

i At least 50% of the cumulative lot area is pervious; and

ii At least 50% of the cumulative roof area is a GREEN ROOF. GREEN ROOF area may be applied towards the 50% lot area requirement.

3. For residential development where 20% of the number of units meets the definition of either "Workforce Housing Unit for Sale" or "Low-income Housing Unit for Rent" as per Section 14-485 and shall meet the equivalency standards as per Section 14-485.

Sub-district	Height Bonuses						
	Max. Pre-bonus Height	MID-BLOCK PERMEABILITY (publicly accessible)	Res. Density	GREEN ROOF	Afford. Housing	Max. Height w/ Bonus	Min. Bonus Floor Stepback *
UN	45' and 4 stories	n/a	n/a	n/a	1 story Up to 12'	57' up to 5 stories	15'

UT	65' and 6 stories	1 story Up to 12'	1 story Up to 12'	1 story Up to 12'	1 story Up to 12'	77' up to 7 stories	15'
UA (Congres s Street only)	50' and 4 stories	1 story Up to 12'	1 story Up to 12'	1 story Up to 12'	1 story Up to 12'	62' up to 5 stories	15'

*measured from the ground floor building edge facing any public right-of-way

(d) Parking standards.

1. Parking shall be provided as per Division 20 Off-Street Parking of Chapter 14 Land Use Code.
2. Structured parking must meet the BDS for *Structured Parking* (see *City of Portland Design Manual*).
3. In the case of a BUILDING ADDITION, non-conforming existing surface parking may remain. In the case of new construction, surface parking must be brought into conformance with IS-FBC standards.

(Ord. 83-15/16, 11-2-2015)

Sec. 14-275.7. Subdistrict dimensional requirements.

(a) Urban Neighborhood (UN) subdistrict.

Intent: The intent of this subdistrict is to maintain and promote a small-scale, less active urban fabric. Buildings may be more private in character and have smaller footprints with building types including, but not limited to, single-family, rowhouses, duplexes, triple-deckers, and double-triples. Building frontages may be less transparent and entries may be raised above sidewalk level with frontage types including raised, recessed doorways, porches, and stoops. The streetscape has variable setbacks and landscaping with many buildings within one block and streets tend to be narrow.

UN

SITING STANDARDS

Orientation - Principal Frontage	determined by applicant
Lot Coverage	90% max
FRONTAGE REQUIREMENTS (1st LOT LAYER)	
Building Length - Principal facade	50' max.
Building Length - Secondary fac.	50' max.
BLANK FACADE length (max)	15'
Additional Building Length	(see also Table 14.275.7)
ATTACHED BUILDINGS	unlimited run
Ground Floor Partitions	not allowed
Massing Variation	not allowed
Structured Parking Exception	not allowed

SETBACKS

Principal Building	
(a) Front Yard (1st LOT LAYER)	5' min.
Setback Applicability (see Table 14.275.7 c.)	75% of total building length must meet front yard setback
(b) Side Yard*	5' min. - May be reduced to zero provided that the cumulative side yards are not less than 10'
(c) Rear Yard	10' min.
Accessory Building Front Yard 2nd thru 4th LOT LAYERS 5' min.	
Side Yard	5' min.
Rear Yard	5' min.

BUILDING ENTRIES (SEE ALSO BDS)

Frequency at frontage	at least 35'
Principal Entries	
Orientation	any orientation allowed
Elevated Stoop (> 1 step)	allowed

HEIGHT STANDARDS

Principal Building	
Building Height Min.	25', at least 2 stories
Building Height Max.	45', up to 4 stories
Ground-Story Height	n/a
Accessory Building	
Building Height Max.	25'

PARKING STANDARDS

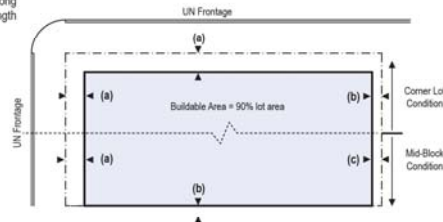
Surface Parking Location	35' min. setback from street
Within Side Yard	20' max in width per lot, may not exceed 50% of frontage length
Rear Yard	4th LOT LAYER only
Garage at frontage (attached or detached)	
Garage Door Setback (min)	2nd LOT LAYER 5'
Garage Door Opening (max)	9' up to 40% of facade length
	20' max. limit

Notes and Exceptions

* Reduced side yards and zero lot lines are allowed under certain conditions (see Sec. 14.275.6(b) 3. Setbacks)

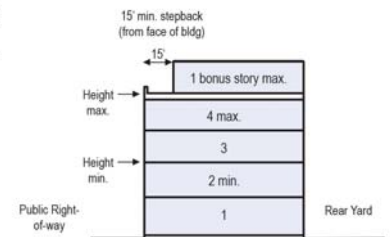
SITING STANDARDS

- The FACADES and ELEVATIONS of Principal Buildings shall be distanced from the lot lines as shown.
- FACADES shall be built along the frontage lines to the length specified in the table.



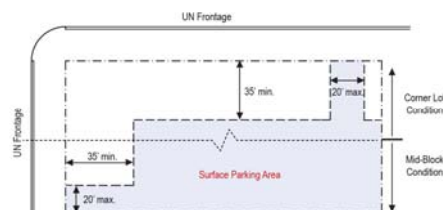
HEIGHT STANDARDS

- Height shall be measured as specified in Sec. 14-47 Definitions "Building, height of."
- Number of Stories excludes attics and raised basements.



PARKING STANDARDS

- Surface parking areas may be provided within the shaded area shown.



(b) Urban Transitional (UT) subdistrict.

Intent: The intent of this subdistrict is to encourage higher density, mixed-use building types that accommodate any use. Building frontages are a mix of activity level, have larger footprints, and the most flexibility of height and scale. Building ground floor spaces tend to accommodate flexible and changing uses with frontage types including doorways, forecourts, arcades, and storefronts. The streetscape may be less active than the UA subdistrict with wide sidewalks, street trees, and setbacks and stepbacks providing relief from large building masses.

UT

SITING STANDARDS

Orientation - Principal Frontage	determined by applicant
Lot Coverage	90% max
FRONTAGE REQUIREMENTS (1st LOT LAYER)	
Building Length	100' max.
BLANK FACADE length (max)	30'
Additional Building Length	(see also Table 14.275.7)
ATTACHED BUILDINGS	unlimited run
Ground Floor Partitions	200' max., 2 modules
Massing Variation	200' max.
Structured Parking Exception	200' max.

SETBACKS

Principal Building	
(a) Front Yard (1st LOT LAYER)	10' max.
Setback Applicability (see Table 14.275.7 c.)	75% of total building length must meet front yard setback
(b) Side Yard*	10' min. - May be reduced to zero provided that the cumulative side yards are not less than 20'
(c) Rear Yard	10' min.
(d) STEPBACK (adjacent to UN)	10' min. stepback after 45' height
Accessory Building	
Side Yard	2nd thru 4th LOT LAYER 10' min.
Rear Yard	5' min.

BUILDING ENTRIES (SEE ALSO BDS)

Frequency at frontage	at least 95'
Principal Entries	
Orientation	any allowed
Elevated Stoop (>1 step)	allowed

HEIGHT STANDARDS

Principal Building	
Building Height Min.	3 stories
Building Height Max.	65', up to 6 stories
Ground Story Height	n/a
Accessory Building	
Building Height Max.	25'

PARKING STANDARDS

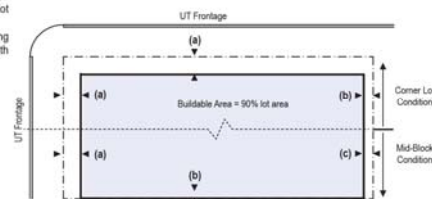
Surface Parking Location	35' min. setback from street
Garage at frontage (attached or detached)	
Garage Door Setback (min)	2nd LOT LAYER 10'
Garage Door Opening (max)	9' up to 40% of facade length
	20' max. limit

Notes and Exceptions

* Reduced side yards and zero lot lines are allowed under certain conditions (see Sec. 14.275.6(b) 3. Setbacks)

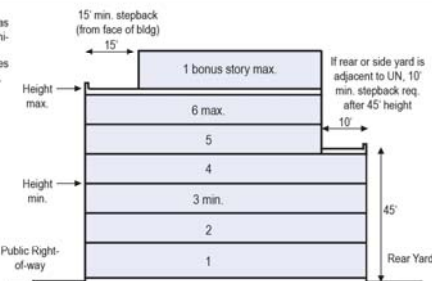
SITING STANDARDS

- The FACADES and ELEVATIONS of Principal Structures shall be distanced from the lot lines as shown.
- FACADES shall be built along the frontage lines to the length specified in the table.



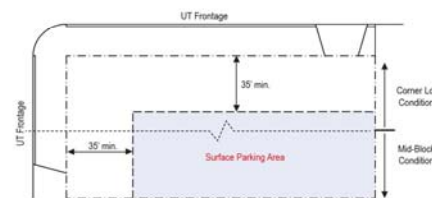
HEIGHT STANDARDS

- Height shall be measured as specified in Sec. 14.47 Definitions "Building height of."
- Number of Stories excludes attics and raised basements.



PARKING STANDARDS

- Surface parking areas may be provided within the 4th LOT LAYER (shaded area) as shown.



(c) Urban Active (UA) subdistrict.

Intent: The intent of this subdistrict is to maintain and promote a moderate-scale, diverse, mixed-use neighborhood with vibrant streets and active ground floor spaces. Buildings are more active and engage the street at the ground level. Building frontages are transparent and entries are at sidewalk level with frontage types including storefronts and recessed doorways. The streetscape has steady street planting, and buildings set close to the street providing a consistent street wall.

UA

SITING STANDARDS

Orientation - Principal Frontage	face a UA street
Lot Coverage	90% max
FRONTAGE REQUIREMENTS (1st LOT LAYER)	
Building Length	50' max.
BLANK FACADE length (max)	15'
Additional Building Length	(see also Table 14.275.7)
ATTACHED BUILDINGS	unlimited run
Ground Floor Partitions	150' max., up to 3 modules
Massing Variation	not allowed
Structured Parking Exception	150' max.
Fenestration, ground floor	60-90% (see BDS) facade area

SETBACKS

Principal Building	
(a) Front Yard* (1st LOT LAYER)	5' max.
Setback Applicability (see Table 14.275.7 c.)	75% of total building length must meet front yard setback
(b) Side Yard**	5' min. - May be reduced to zero provided that the cumulative side yards are not less than 10'
(c) Rear Yard	10' min.
Accessory Building Front Yard	
2nd thru 4th LOT LAYERS	5' min.
Side Yard	5' min.
Rear Yard	5' min.

BUILDING ENTRIES (SEE ALSO BDS)

Frequency at frontage	at least 40'
Principal Entries	
Orientation	at least 1 facing UA street or corner
Elevated Stoop (>1 step)	not allowed

HEIGHT STANDARDS

Principal Building	
Building Height Min.	3 stories
Building Height Max.	50', up to 4 stories
Ground-Story Height	12'-0" min-clear
Accessory Building	
Building Height Max.	25'

PARKING STANDARDS

Surface Parking Location	4th LOT LAYER only 35' from street
Garage at frontage (attached or detached)	
Garage Door Setback	3rd LOT LAYER 20' from street
Garage Door Opening (max)	n/a

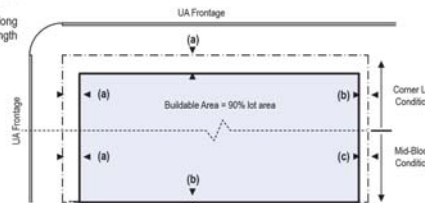
Notes and Exceptions

* Up to 10'0" max. front yard setback is allowed if ground plane at frontage is a continuation of the accessible public right-of-way

** Reduced side yards and zero lot lines are allowed under certain conditions (see Sec. 14.275.6(b) 3. Setbacks)

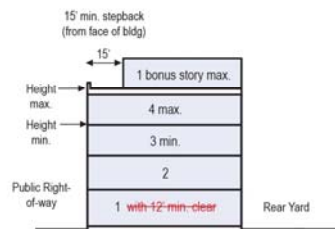
SITING STANDARDS

- The FACADES and ELEVATIONS of Principal Buildings shall be distanced from the lot lines as shown.
- FACADES shall be built along the frontage lines to the length specified in the table.



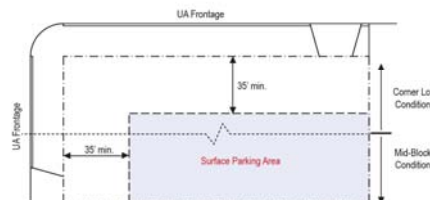
HEIGHT STANDARDS

- Height shall be measured as specified in Sec. 14-47 Definitions "Building height of."
- Number of Stories excludes attics and raised basements.



PARKING STANDARDS

- Surface parking areas may be provided within the 4th LOT LAYER (shaded area) as shown.



(d) Corner conditions.

For corner lots where two subdistricts intersect at a street corner, the *Dimensional Requirements* and *Building Design Standards* of the "dominant" subdistrict shall apply ~~from the 1st through 3rd LOT LAYER~~ (35 feet deep into the lot measured from the dominant lot line) along its associated street frontage or public ways including required mid-block permeability. Otherwise, *Dimensional Requirements* shall be according to the subdistrict onto which the building FAÇADE faces.

CORNER

ORIENTATION	
• Corner lots shall be treated as having street frontage on all streets regardless of building orientation	
• Principal Building shall designate a Principal Frontage and Secondary Frontage*	
• In the case of a corner lot having UA frontage, the Principal Frontage must face a UA street*	

SETBACKS	
(a) Front Yard (Front Lot Layer)	according to subdistrict
(b) Side Yard	according to subdistrict
Building facades within 10' of a corner are exempt from setback requirements in order to allow special architectural treatments	

UA INTERSECTS UT	
Dominant Subdistrict (35' deep)	UA
Orientation - Principal Frontage	UA street
Dominant Building Design Standards (applicable 35' deep)	
Ground-Story-Height-	42'-min-clear
Entry, Frequency at frontage	at least 40'
Entry, Orientation	at least 1 facing UA street or corner
Entry, Elevated Stoop (>1 step)	not allowed on principal UA entry
BLANK FACADE, max. length	15'
Fenestration, ground floor	60-90% (see BDS) facade area
(measured as a percentage of the FACADE that is 2' above sidewalk grade)	

UA INTERSECTS UN	
Dominant Subdistrict (35' deep)	UA
Orientation - Principal Frontage	UA street
Building Length - UN FACADES	100' max.
Dominant Building Design Standards (applicable 35' deep)	
Ground-Story-Height-	42'-min-clear
Entry, Frequency at frontage	at least 40'
Entry, Orientation	at least 1 facing UA street or corner
Entry, Elevated Stoop (>1 step)	not allowed on principal UA entry
BLANK FACADE, max. length	15'
Fenestration, ground floor	60-90% (see BDS) facade area
(measured as a percentage of the FACADE that is 2' above sidewalk grade)	

UT INTERSECTS UN	
Dominant Subdistrict (35' deep)	UN
Orientation - Principal Frontage	determined by applicant
• Corner lots shall be treated as having street frontage on all streets regardless of building orientation	

Notes and Exceptions	
* Does not have to correspond to legal building address	

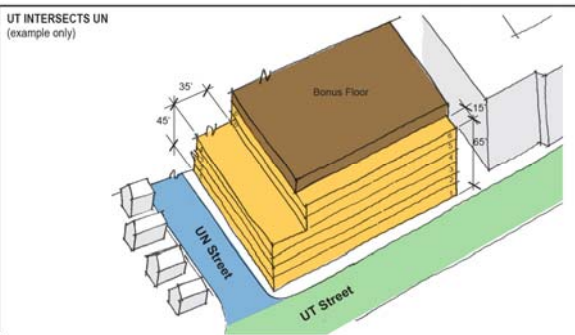
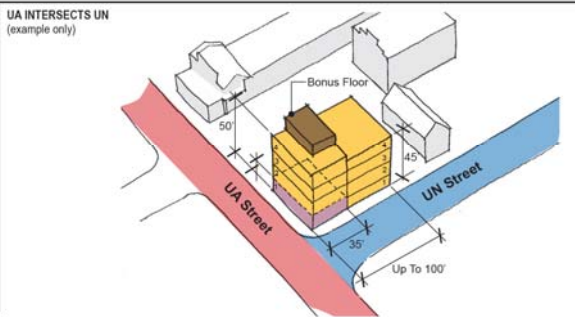
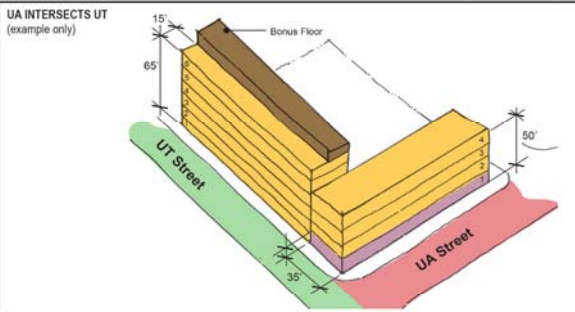
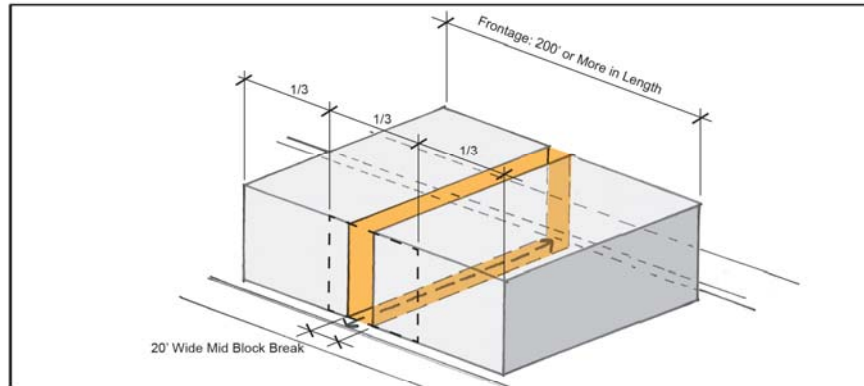
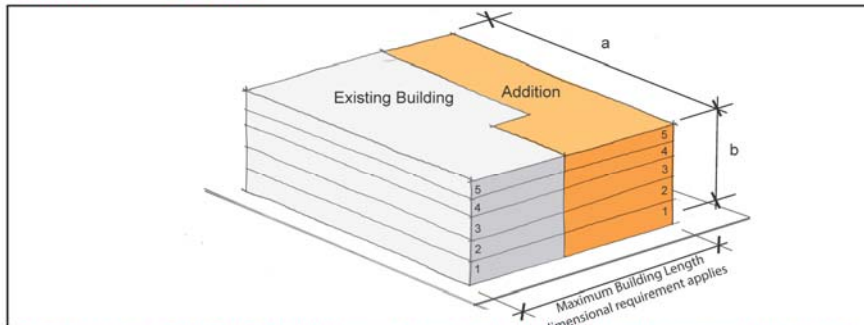


TABLE 14.275.7 DIMENSIONAL REQUIREMENTS ILLUSTRATED

a. MID-BLOCK PERMEABILITY



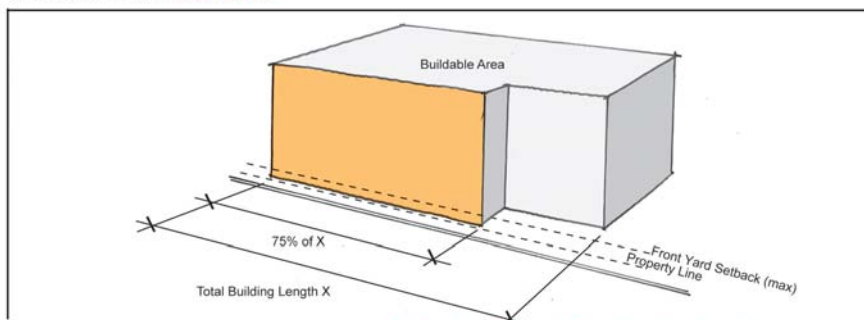
b. BUILDING ADDITION EXEMPTIONS



a - Building Length: A BUILDING ADDITION may not cause the building to exceed the maximum building length requirement except in the case that the BUILDING ADDITION is located between a street frontage and an existing building with a non-conforming length. In such an instance, a BUILDING ADDITION length may match but not exceed the legally non-conforming length of the existing building to which it is an addition.

b - Building Height in Stories: BUILDING ADDITIONS are exempt from story minimums or maximums in order to match existing building in number of stories. All other Subdistrict Height Standards shall apply including height minimum and maximums in feet.

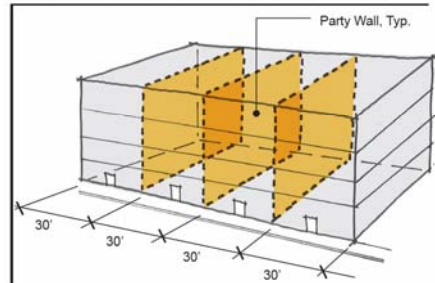
c. BUILDING LENGTH - 1st LOT LAYER



At least 75% of the total building length must meet the front yard setback dimensional requirements.

TABLE 14.275.7 DIMENSIONAL REQUIREMENTS ILLUSTRATED (CONTINUED)

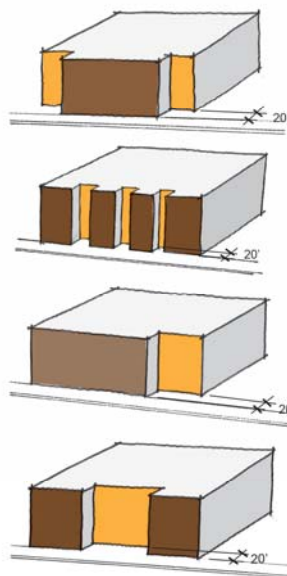
d. ADDITIONAL BUILDING LENGTH - ATTACHED BUILDINGS



An unlimited number of ATTACHED BUILDINGS having up to 30' street-facing building length is allowed.

A PARTY WALL condition is required at least every 30' and for the entire height of each building.

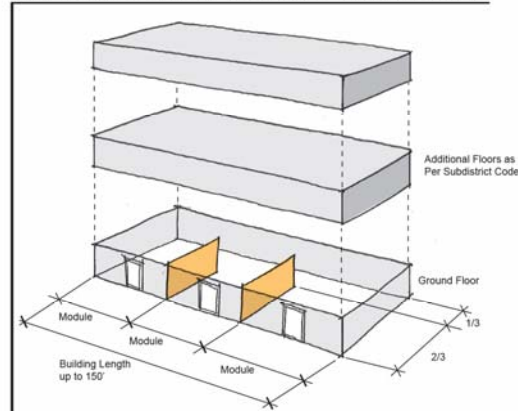
e. ADDITIONAL BUILDING LENGTH - MASSING VARIATION (UT)



Additional building length is permitted where at least 30% and up to 40% of the total building length is setback at least to the 3rd LOT LAYER 20'.

(Ord. 83-15/16, 11-2-2015)

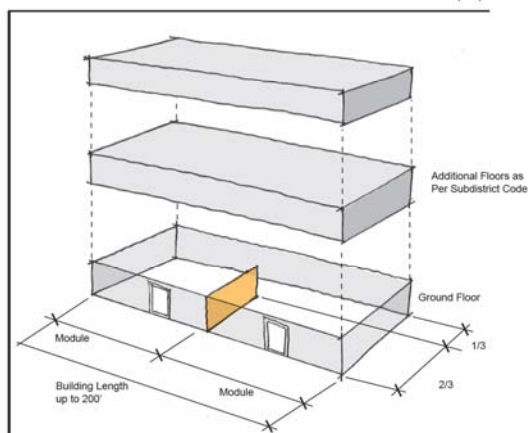
f.1. ADDITIONAL BUILDING LENGTH - GROUND FLOOR PARTITIONS (UA)



Additional Building Length is permitted up to 150' with the provision of a least two Ground Floor Partitions

See General Development Standards and BDS for additional requirements.

f.2. ADDITIONAL BUILDING LENGTH - GROUND FLOOR PARTITIONS (UT)



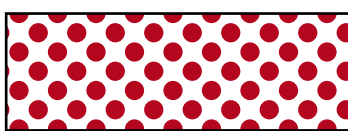
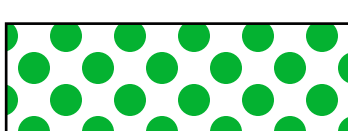
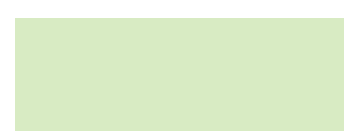
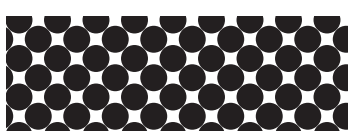
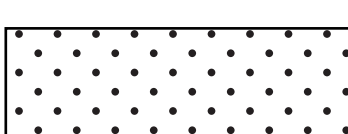
Additional Building Length is permitted up to 200' with the provision of at least one Ground Floor Partition.

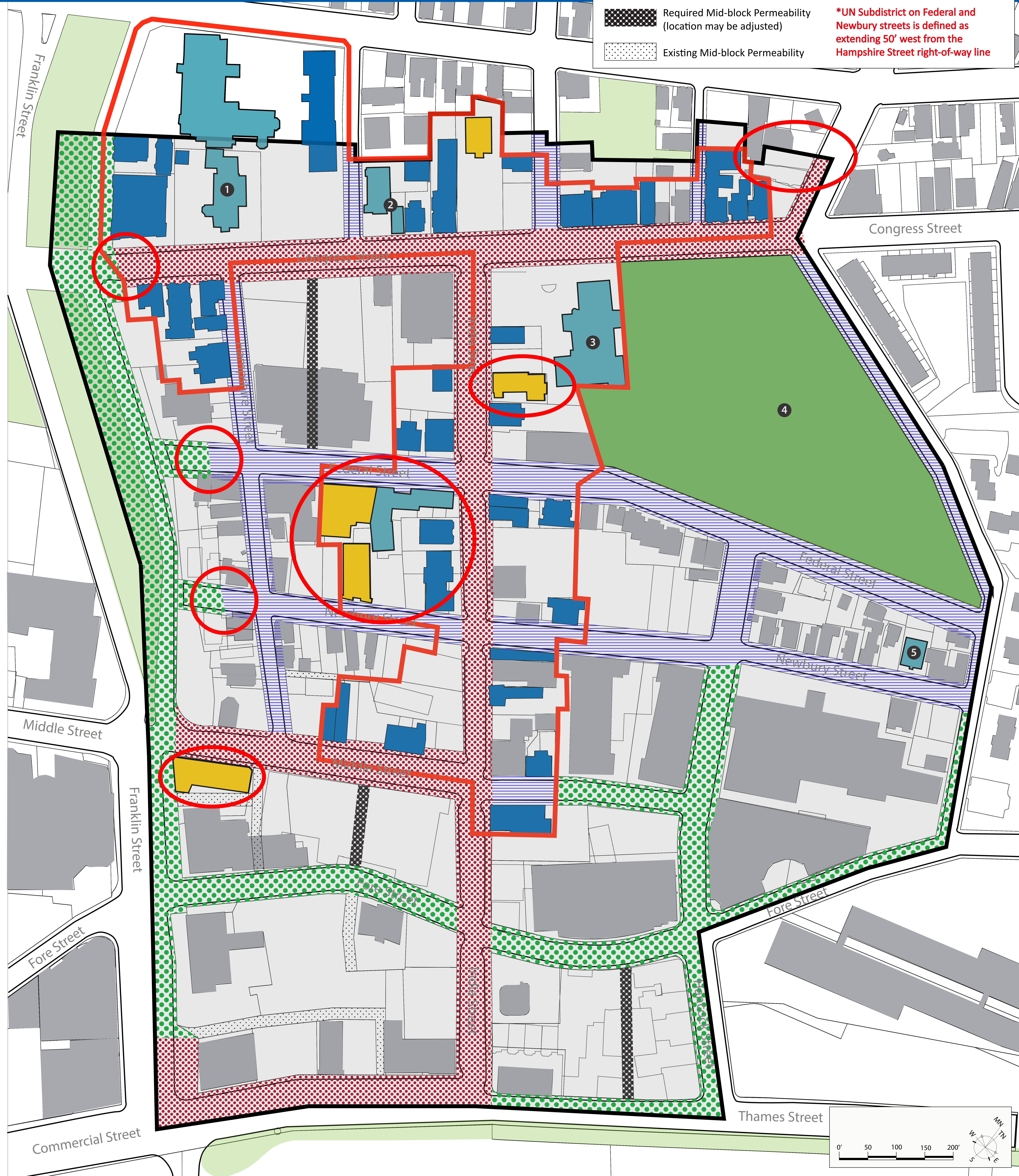
See General Development Standards and the BDS for additional requirements.

IS-FBC ZONE - MAP A

LEGEND

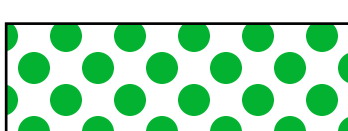
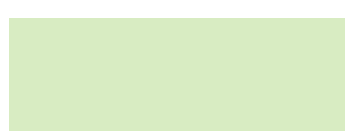
Att. 2

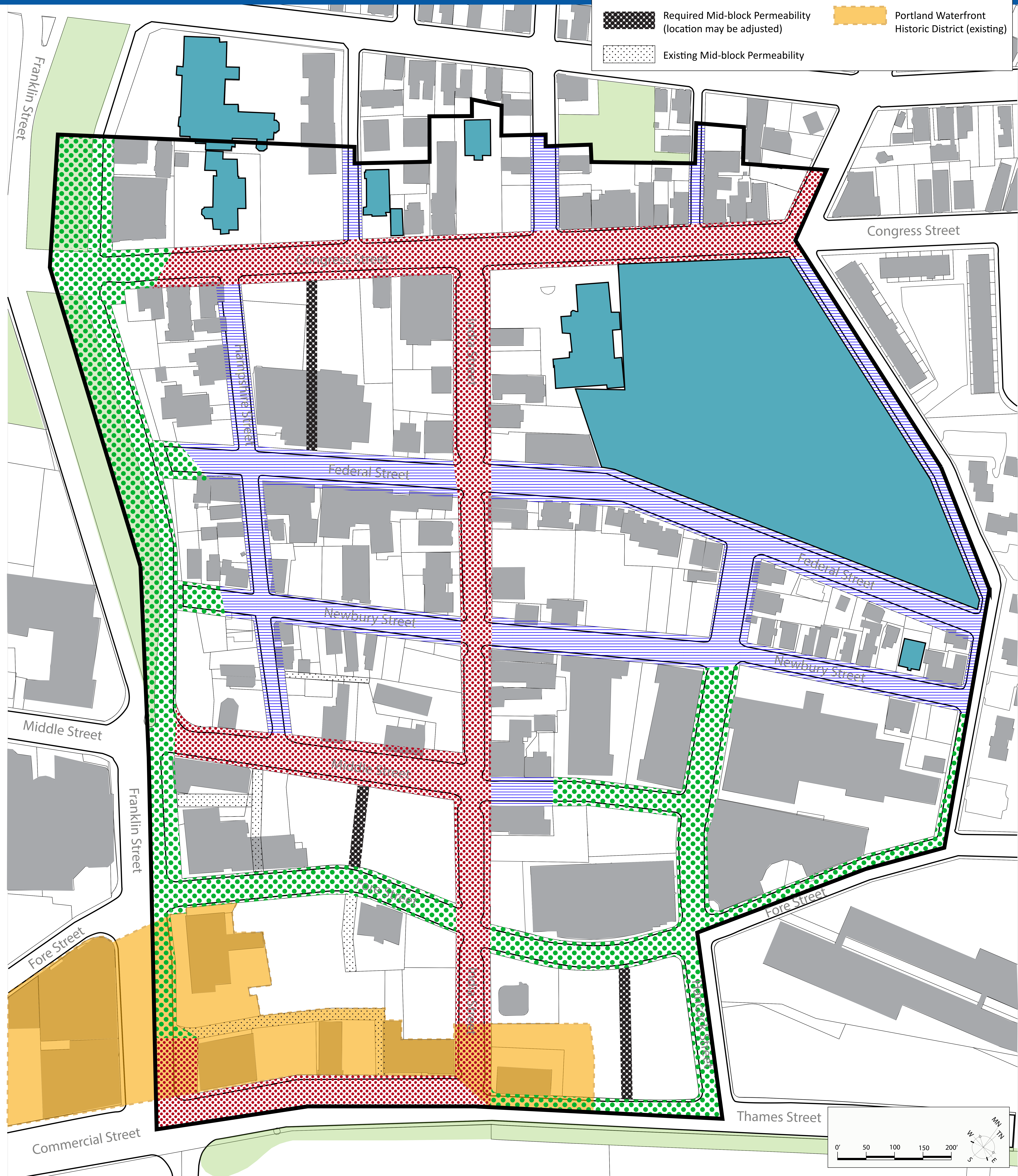
- | | | | |
|---|---|--|--------------------------|
|  | UA- Urban Active Subdistrict |  | Zoning District Boundary |
|  | UT- Urban Transitional Subdistrict |  | Public Open Space |
|  | UN- Urban Neighborhood Subdistrict* |  | Historic Landmarks |
|  | Required Mid-block Permeability
(location may be adjusted) | *UN Subdistrict on Federal and Newbury streets is defined as extending 50' west from the Hampshire Street right-of-way line | |
|  | Existing Mid-block Permeability | | |



REGULATING PLAN

LEGEND

- | | | | |
|---|---|---|---|
|  | UA- Urban Active Subdistrict |  | Zoning District Boundary |
|  | UT- Urban Transitional Subdistrict |  | Public Open Space |
|  | UN- Urban Neighborhood Subdistrict |  | Historic Landmarks |
|  | Required Mid-block Permeability
(location may be adjusted) |  | Portland Waterfront
Historic District (existing) |
|  | Existing Mid-block Permeability | | |



BUILDING DESIGN STANDARDS (CONTINUED)

IS-FBC

7. Roof Lines

Intent

- Integrate all building systems within a complete architectural form
- Respect the character of and views from the surrounding context
- Make a positive contribution to the Portland skyline

Guidelines

- The architecture of the building's upper floors and termination should complete the building form within an overall design concept for the base, middle, and top that works in concert with the Section 3. Articulation & Composition requirements.
- Roof forms should consider and respect the context in which it is viewed in terms of height, proportions, form, and materials, whether the context is surrounding buildings, view corridors, or the waterfront.

Standards

- 7.1 All rooftop building systems shall be incorporated into the building form in a manner integral to the building architecture in terms of form and material. All mechanical, electrical, and telecommunications systems shall be screened from view of surrounding streets and structures.
- 7.2 All **simple** roof forms are allowed in all Subdistricts.

8. Structured Parking

Intent

- Minimize the visual impact of parking structures on adjacent development and the street environment
- Minimize the impact of vehicle noise and headlights from within parking structures on adjacent streets
- Activate street level garage frontage (**especially in the UA Subdistrict**)

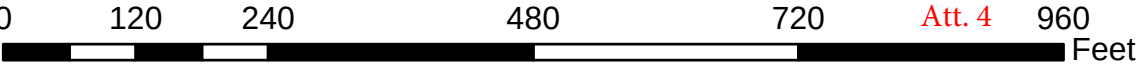
Guidelines

- Structured parking should not dominate (exceed 50% in length) any FACADE along a UA street. (**UA subdistrict**)
- Parking structures should use materials and architectural detailing found in the primary development being served.

Standards

- 8.1 Parking structures shall conform to the BDS for Section 3. Articulation & Composition and Section 5. Building Materials.
- 8.2 Parking structures shall be designed to conceal the view of parked cars and internal light sources from adjacent public rights-of-way or open space for the full height of the structure.
- 8.3 FACADE openings which face any public right-of-way or open space shall be vertically and horizontally aligned and the floors on such façades shall be level.
- 8.4 Parking structures shall provide adequate ground floor dimensions to allow use by or conversion to active uses. Adequate dimensions shall include floor-to-floor heights, structural, driving aisle, and utility layouts within 35' of the public right-of-way designed to accommodate occupancy by active uses.

IS-FBC Parcels with frontage less than 35'



Legend

Parcels with frontage <30' (approx 17 parcels)

Parcels with frontage <35' (approx 26 parcels)



RE: Attention India Street interested parties - IS-FBC amendments

Carol De Tine <chstudio@maine.rr.com>

Tue, Jul 25, 2017 at 4:27 PM

To: Caitlin Cameron <ccameron@portlandmaine.gov>

Caitlin,

Thank you for sending this out to the Advisory Committee. I can't make the workshop tonight so here is a comment regarding the waiver provision.

The Staff Memo says that some zoning requirements are difficult to meet "due to site constraints" but the proposed text amendments under 14-275.2 Applicability go beyond just site constraints, which appear as item (d).

if it can be demonstrated that the waiver meets the intent of the ISFBC zone and that at least one of the following applies:

- (a) The proposed alternative better achieves the zone intent; or
- (b) The zone intent will not be met by applying the requirement in this particular circumstance; or
- (c) There is a legal or practical necessity for unique conditions; or
- (d) Unique site factors make the zoning requirement impractical or cost prohibitive.

This is quite broad and enforcement could be very subjective. I would be interested in seeing examples of existing development proposals where a, b, and c., if applied, would have resulted in a better project.

And an edit you've probably noticed already - 14-275.6 (b) 4. b. Wall/Fence Dimensional Standards - the table references Lot Layers.

Thank you,

Carol

Carol De Tine AIA

Maine Licensed Architect

Carriage House Studio Architects LLC

144 Vaughan Street

Portland Maine 04102

207 318 0731

www.carriagehousestudio.com

On Jul 21, 2017, at 2:50 PM, Caitlin Cameron <ccameron@portlandmaine.gov> wrote:

For those who were on the India Street Neighborhood Advisory Committee and interested parties in the India Street Form-based Code Zone process,

Planning staff is bringing forward some proposed text and map amendments to address interpretation issues and add clarity to the zone.

I am interested to hear from you on these changes - there will be a Planning Board workshop on Tuesday, July 25th at 5pm in Council Chambers regarding these changes. Please feel free to submit public comment or attend the meeting. The staff memo and proposed amendments can be found by the end of the day Friday on the City's Agenda Center here: <http://www.portlandmaine.gov/agendacenter>

--

Caitlin Cameron, AICP, Associate AIA, LEED AP
Urban Designer
Planning & Urban Development Department
389 Congress Street
Portland, ME 04101
phone: (207) 874-8901
email: ccameron@portlandmaine.gov

Notice: Under Maine law, documents - including e-mails - in the possession of public officials or city employees about government business may be classified as public records. There are very few exceptions. As a result, please be advised that what is written in an e-mail could be released to the public and/or the media if requested.



Memorandum

Planning and Urban Development Department

Planning Division

To: Elizabeth Boepple, Chair and Members of the Portland Planning Board

From: Jean Fraser, Planner

Date: August 4th, 2017

Re: Revised concept to include hotel/conference center
Level III Master Development Plan and Level III Site Plan for Phase 1 and Phase II;
383 Commercial Street (Rufus Deering site) (IZ Conditional Use also submitted)

Deering Property Development, LLC, Applicant
Project #: 2017-005 CBL: 042 A001001

Meeting Date: August 8th, 2017

I. INTRODUCTION

The Board held a second Workshop on the MDP and Phase one elements of this project on June 13th, 2017, which was followed up by staff meetings with the applicant to resolve the key issues that had arisen during the Board discussion. These discussions were overtaken by the applicant's recent decision to develop a 128 bed hotel instead of the 78 unit residential phase 1 building.

In addition, the applicant has acquired the adjacent Baxter building which will be linked to the hotel by a second floor walkway and become an associated conference center and "back of house" for the hotel.

The applicant has not submitted revised MDP and Level III site plan applications, as they requested to present the revised concept to the Board to ensure that it met the Board's objectives for this site. The Baxter building is within the Old Port historic district and any alterations will be subject to review by the Historic Preservation Board (in addition to their advisory role on the rest of the site, see comments in Attachments 1&2).

This Memorandum will focus on the broad implications of changing the use of the Phase 1 building from 78 residential condos to the 128 bed hotel/conference center and proceeding with Phases I and II concurrently. Staff have not received a detailed set of plans, and therefore the review comments are preliminary and general at this time.



Applicant: Deering Property Development LLC
Engineer: Sebago Technics, Inc
Architect: Archetype PA

This Workshop was noticed to 157 property owners within 500 feet of the site and interested parties, and a legal ad was published in the *Portland Press Herald* on July 31st and August 1st, 2017. Neighborhood meetings were held in the spring on the original proposals for a residential/retail development. At the time of completing this Memorandum, the Planning Division has not received any written public comments regarding the revised proposals.

Required Review (waivers may be needed and must be requested as part of updated applications):

<i>Applicant's Proposal (July revision)</i>	<i>Applicable Standards</i>
Overall master development plan	Master Development Plan Review
New phase 1 structure of 4,134 sq ft retail; 128 hotel rooms (74,661 sq ft) and Phase 2 structure (8,626 sq ft retail; 112 residential condos (112,709 sq ft)	Subdivision Review
Multifamily and mixed use buildings totaling just over 200,000 of sq ft	Level III Site Plan Review and B-5b Design Review
Inclusion of 9 Workforce units (likely to be revised)	Inclusionary Zoning Section 14-484

II. PROJECT DATA (see Plan P5 for further data)

Existing Zoning	B-5b			
Existing Use	Lumber company; retail.			
Proposed Use	Mixed use (including retail, residential and structured parking)			
Proposed Development Program	Three phases, starting with Maple Street building (Phase 1) (Revised concept shows Phases I and II going forward at the same time with only one existing building remaining for the interim)			
Property Size	2.58 acres			
	<i>Existing whole site</i>	<i>Proposed whole site</i>	<i>Net Change for whole site</i>	<i>Baxter Building (to add)</i>
Building Footprint	32,100 sq ft	97,827 sq ft	65,727 sq ft	7,463 sq ft
Building Floor Area	35,000 sq ft	484,969 sq ft (comprising 206 dwelling units, mix of sizes; and 20,737 sq ft retail)	449,969 sq ft	22,331 sq ft
Impervious Surface Area	2.43 acres	2.50 acres	.7 acre	2.09
Parking Spaces (on site)	?	377	?	Use parking garage
Bicycle Parking Spaces	0	tbc	tbc	tbc
Estimated Cost of Project	Not identified			

III. PLANNING BOARD DISCUSSION 6.13.201

The Planning Board provided the following comments at the June Workshop:

- Remain concerned about treatment of the 2-story “blank” wall and awkward ending of colonnades along phases 1 and 2 in the interim condition;
- Service access from Maple St. is still a concern, especially regarding tractor trailers;
- Service area into site from Commercial St. is still a concern, with trucks backing over sidewalk the key issues;
- Is all of the parking needed?
- Need to avoid gated plazas;
- Need improved treatment of interim open areas- higher standard fencing along Commercial suggested as one option; playing fields a possibility;
- Seeking pedestrian permeability - so not one long block;
- Looking for some usable open space within development.

IV. THE SITE and CONTEXT

The development site is 2.58 acres currently occupied by Rufus Deering Lumber, bounded by Commercial, Maple, York and High Streets in the B5b zone. It is a prominent parcel on Commercial Street, with a frontage of approximately 600 feet. To the south is a gas station and to the north is the recently completed Marriott Courtyard Hotel. To the west across York Street is a new 5 story mixed use development currently under construction. To the west (across Commercial Street) is the Gulf of Maine Research Institute and the waterfront. Details are in the previous Memoranda.



V. MASTER DEVELOPMENT PLAN PROGRAM and REVISED FIRST BUILD OUT (PREVIOUS PHASES 1 AND 2)

The applicant has maintained the 3-phase division of the site, but has changed the build out so that the first phase becomes the hotel/conference center and the second phase condos would be constructed at the same time. It is understood that the Level III site plan application will be revised to include both uses. The revised concept incorporates the Baxter building in the first phase and allows a doubling of the constructed floorspace on the Rufus Deering part of the site as noted below:

Use	Former first phase build out	Revised first phase build out (incl 22,331 sq ft in Baxter Bldg)
Retail floor space	6,736 sq ft	12, 760 plus restaurant
Residential floorspace Residential units	72, 983 sq ft	112,709 sq ft 114 units
Hotel floorspace (including Baxter building)	0	74,661
Parking	73 spaces inside plus 30 temporary outside	215 spaces
Total floorspace (excluding parking) first stage build out	79,719 sq ft	200,130 sq ft (177,799 sq ft if Baxter Building not included)

The applicant considers that the hotel use in Phase 1 does not change the overall MDP proposal in respect of the architectural approach, internal parking garage, and access and loading from Maple and Commercial Streets. The way the guest vehicles are received at the hotel and the integration of the Baxter Building have not been fully clarified in the submissions.

The applicant has indicated that there could be a public plaza accessible from York Street between the hotel and the first condo building, though as envisaged this does not link to Commercial Street. The plans continue to show a pedestrian link between York Street and Maple Street between the Baxter building and the proposed hotel (next to the loading bay).

ORIGINAL PROPOSALS AS PRESENTED June 2017



REVISED TO ADD HOTEL AS PHASE 1 AND INCORPORATE BAXTER BUILDING, AND BUILD PHASE 2 AT SAME TIME July 2017



VI. ZONING ANALYSIS

The hotel use is allowed in the B5b zone as a permitted use. A full analysis of zoning compliance has not been conducted on this latest concept.

VII. IMPLICATIONS FOR MASTER DEVELOPMENT PLAN REVIEW

Coordination with surrounding context

The Master Development Plan (MDP) standards include the following:

h. An efficient use of land demonstrating full coordination of its own site development and surrounding context including, but not limited to, the land uses and functions contemplated, architecture, open space and pedestrian networks, vehicular access and circulation, and all other infrastructure;

During the Workshops on the original proposals, both staff and the Board raised concerns about the impacts of the development on Maple Street in terms of servicing, with large vehicles backing out of a narrow loading bay combined with the vehicle access to one level of the garage. The introduction of a hotel/conference center (including hotel reception, 3 banqueting halls and a kitchen) would increase the access and circulation pressure on Maple Street, as noted in the comments of the Traffic Engineering Reviewer below (Att. 6).

- *The hotel use, including the banquet and meeting room facility, will create different truck/passenger loading impacts and requirements. How hotel guests will be accommodated will need to be defined to ensure public street conditions are not negatively impacted. A detailed plan will be required.*
- *The truck loading drive on Maple Street continues to be a concern as it relates to: interaction with pedestrians on Maple Street and those walking through the site; interaction with the parking garage entrance with hotel guests that may be unfamiliar with the area; truck circulation on and off of Maple Street; and the level of truck activity.*

The City's Parking Manager has also commented (Attachment 8):

My only comment is it would be great if they could create a portico under the building off of Maple St for hotel loading and drop off as the Marriott Residence Inn has on Fore St.

Staff consider that the increase in the scale of activity necessitates reconsideration of the access and service area on Maple Street.

It should be noted that staff and the applicant have agreed that for the third phase (abutting High Street) a commercial loading zone is the preferable servicing solution, so there would not be a loading area across the sidewalk at the western end of the full build out. A loading zone in Maple Street could also be considered, but the anticipated high level of use and its short length suggest this may not be a realistic option - especially being close to an existing hotel (Marriott Courtyard across the street) and with the proposed hotel also overlooking Maple Street.

Connectivity

The Board has pressed for “mid block permeability” on this project, particularly associated with public pedestrian access. The applicant had proposed a pedestrian walkway with stairs between the phase 1 building and the Baxter Building linking York Street and Maple Street (based on the advisory discussions with the Historic Preservation Board), and has indicated that the hotel concept could allow for the plaza between Phases 1 and 2 to have public access from York Street and tie in with public uses on that level of the hotel.

The MDP standard is as follows:

k. Designed to create a street grid pattern that reflects average city block sizes of the neighborhood for street connectivity;

The block between High Street and Maple Street is approximately 600 feet long and one of the longest blocks in the City. The Marriott Courtyard has a pedestrian link between Commercial Street and York Street about 250 feet from Maple Street (at Foundry Lane), and along Commercial Street the largest blocks are under 400 feet.

At a meeting with the applicant in early July (prior to the hotel option being considered) staff had indicated that a public pedestrian link between York Street and Commercial Street would best be located between Phases 2 and 3, and that the need for stairs to link down to commercial street could be overcome with a variety of design solutions including escalators, multi-level terraces etc. The Urban Design comments reflect this recommendation ([Attachment 4](#)).

The plaza area between Phases 1 and 2 (proposed to be bounded by the hotel on the eastern side) may offer an alternative, but it is not “mid block” and the overall block length (from High Street) would still be over 500 feet in length.

Interim condition of later phases

The MDP standard is:

n. For areas proposed as future development phase(s), the proposed interim conditions shall be managed and maintained to ensure stable, safe and attractive site conditions.

The revised concept with the hotel includes the construction of phases 1 and 2 at the same time, so that only the Phase 3 area would be “interim”. The submitted rendering shows this to be grassed with a mural or similar along the lower 2 stories of “blank wall” under phase 2.

While playing fields was one of the options discussed at the Workshop, staff are concerned that such an area could not be managed and maintained adequately to serve the community. Staff have two suggestions, which could be combined:

- A more “designed” planted area (not necessarily all of the interim site) as suggested by the City Arborist ([Attachment 10](#)):

The future phase landscape area should complement the project and contain a slightly less dense landscape planting than if it was a permanent treatment. Examples of similar later or future landscaped areas - Portland Museum of Art landscape on Spring Street and the Hampton Inn landscape on Middle and India Streets. The planting might include shade trees, lawn and perhaps ornamental shrubs.

The City's Urban Designer recommends that:

I continue to advocate for a fence or screen along the street edges of the undeveloped property to maintain a street wall edge (Att 4).

VIII. IMPLICATIONS FOR SITE PLAN/SUBDIVISION REVIEW

Additional or different review standards

The proposal to add in a hotel and conference center will have the following implications for the Site Plan Review:

- Phase 1 (hotel) may need a Traffic Movement Permit and further information is required regarding trip generation and the level of "credit" that can be taken for previous trip generation from the site (see Att 6)
- Phase 1 (hotel) will require a Transportation Demand Management (TDM) plan
- Further consideration of the hotel access to avoid queuing on Maple Street
- Reconsideration of servicing to address increased service needs
- Historic Preservation review will be required re the overhead pedestrian link to the Baxter Building and any other changes to that building, as it is within a historic district
- The need to revise the Inclusionary Zoning application as the number of residential units has been reduced.

Site Plan issues still to be clarified and addressed

- Sidewalk widths/street tree survival - staff have advised that the sidewalks need to be wider than shown on the plans (with some landscape areas removed) for many sections of the perimeter sidewalks, in order to support the likely number of pedestrians being added in these areas and to allow large tree surrounds that would ensure street tree survival. The hotel proposal reinforces this concern.
- Retention of historic cobbles and pavers: Historic Preservation and Department of Public Works staff have recommended that the development retain in place (not "reuse") the cobbles and old historic pavers in the Maple Street ROW (both sidewalk and travel lanes). These cobbles and pavers have historic importance in Portland and the upper part of Maple Street is already maintained as a cobbled street (refer to Attachment 2 of review comments).

This recommendation was advised to the applicant at a July 5th meeting where staff outlined how the detailed ROW design that would achieve this and also allow for ADA sidewalks and vehicle access. The applicant's previous plans proposed removal and possible reuse of the cobbles/pavers and an asphalt overlay of Maple Street, which would not address the historic preservation objectives.

IX. NEXT STEPS

The applicant will need to submit revised proposals and updated applications, plans, and documents to address the staff and Board comments and relevant ordinance/technical standard requirements.

ATTACHMENTS

STAFF REVIEW COMMENTS

1. Previous Hp comments
2. HP comments – Maple Street

3. Previous Design comments (non-hotel option)
4. Design comments on revised with hotel
5. Previous Transportation/Traffic comments on previous proposals
6. Previous sPeer Engineer comments
7. Peer Engineer comments
8. Previous City Arborist comments
9. City Arborist comments

PUBLIC COMMENTS (None received to date)

APPLICANT'S HOTEL CONCEPT SUBMITTAL

*****See PB Memos for April 6 and June 13, 2017 for all preliminary submitted documents and plans**

- A.** Revised concept description
- B.** Revised data summary

PREVIOUS PLANS PHASE 1 and MDP

- P1 Previous Phase 1 floor plans (without hotel)
- P2 Previous Phase 1 (as to be constructed)
- P3 Previous Phase 1 view up Maple Street
- P4 Previous MDP Aerial

REVISED CONCEPT PLANS (WITH HOTEL)

- P5 Revised concept floor plans
- P6 Revised concept Phase 1 (former phases 1&2 constructed same time)
- P7 Revised view up Maple Street

Memorandum
Department of Planning and Development
Historic Preservation Office



To: Chair Boepple and Members of the Planning Board
From: Deborah Andrews, Historic Preservation Program Manager
Cc: Jean Fraser, Planner
Date: March 29, 2017
Re: Historic Preservation Board Advisory Review of Proposed Development at 383 Commercial Street

Under Sec. 14-526 (b) of the site plan ordinance, proposed developments located within 100 feet of a historic district boundary must be found to be “generally compatible with the major character-defining elements of the ... portion of the district in the immediate vicinity of the proposed development.” Although the Planning Board makes the ultimate determination regarding compatibility, the site plan ordinance requires that historic preservation staff “provide a written analysis of the proposed development’s immediate context, identifying the major character-defining elements and any established building patterns that characterize the context”. In the case of major developments, it has also been customary for the Historic Preservation Board to forward its assessment of the development’s compatibility for consideration by the Planning Board. This memo includes both a description of the project’s historic context and an analysis of its compatibility with that context.

As the following map illustrates, the subject parcel immediately abuts the western boundary of the Portland Waterfront Historic District on both its Commercial Street and York Street frontages. As each of these major corridors has its own distinct character, the proposed should be examined for its compatibility with both its immediate York Street and Commercial Street contexts.



Cross-hatched area: subject parcel
Shaded area: Portland Waterfront Historic District

Project Context

Immediate Context

The proposed development's immediate context is quite disparate. East of the property and separated by Maple Street is the new Courtyard Marriott at 321 Commercial. Completed in 2014, the six-story structure extends in an easterly direction to Foundry Lane and exhibits many of Commercial Street's identifiable, shared building characteristics (discussed below.) West of the development parcel, on the other side of High Street, is Cumberland Farms, which departs from Commercial Street's typical development character in every respect. Across Commercial Street is the Gulf of Maine Research Institute, a large-scale, architecturally notable, corrugated-metal-sided structure. While the building exhibits its own distinctive architectural character, it takes its inspiration from vernacular New England building forms. North of the proposed development parcel, on the other side of York Street, the character of existing development is decidedly mixed, due in large part to the transitional nature of the block. With the completion of the large residential building currently under construction at the corner of York and High, it is likely this area will be redeveloped in the not-so-distant future. Completing the new development's immediate context is the small-scale historic warehouse structure that houses Baxter Academy. This building forms the western terminus of the Portland Waterfront Historic District on York Street.

General Context



While the development site's immediate context is varied, its larger Commercial Street context (inland side) is one of the most architecturally cohesive in the city. Once built, the proposed

development will function as the western terminus of what is today an almost continuous row of similarly-scaled and architecturally unified commercial blocks that stretch along the inland side of Commercial Street to the Galt Block east of Franklin Street. Given this architectural unity and the compelling streetscape that results from it, it is important that Commercial Street's salient building characteristics be studied and reinforced in any new development.

As Board members are aware, Commercial Street was created in the early 1850's on filled land. It was the coming of the railroad in the 1840's that mandated its creation. Starting in 1850, the land downhill from Fore Street was filled to create a mile-long, 100'-wide street to accommodate tracks, traffic and the business blocks and warehouses of an expanding economy. The fact that Commercial Street was almost fully developed within a very brief time period and that many of its structures were built for the same general function, accounts for Commercial Street's striking uniformity in scale, materials and architectural expression.

While most of the existing structures on the north side of Commercial were built shortly after the street was created in 1850, at least one building (the former Porteous warehouse between Center St. and Foundry Lane) was built in the early 20th century (1902.) Because of its form, scale, material palette and compatible architectural treatment, the Porteous warehouse continued and reinforced the established development pattern to the east. In 2013, approval was granted for the new Courtyard Marriot, immediately west of the Porteous Warehouse. Although the parcel was undeveloped when the Portland Waterfront Historic District was created, the boundary encompassed this open parcel to ensure compatible development on this site. As with the Porteous warehouse building, great care was taken to ensure that the new structure built upon the strongly consistent building patterns and characteristics that unify Commercial Street.

On the previous page are aerial views of several segments of the north side of Commercial Street. From the photographs, one can observe the following **unifying characteristics**:

Relationship to the street:

- With few exceptions, the entire width of each block is developed with wall-to-wall buildings. On a few blocks, individual buildings with large footprints fill the entire width of the block. More often, individual, smaller-footprint buildings directly abut each other, sharing party walls. This creates a strong continuous streetwall, interrupted only by intersecting side streets. The few gaps in this continuous streetwall pattern are the result of demolition and reuse of the subject site for surface parking.
- Buildings are oriented with their principal facades facing Commercial Street, with no setback from the sidewalk.
- The flatness and unusual breadth of Commercial Street, together with its broad sweeping curve as one travels from one end to the other, makes possible expansive views of the continuous streetwall on the inland side of the street. This configuration allows one to appreciate the relationship between individual buildings.

Scale, Form and Architectural Composition of Individual Structures:

- A strong base, typically executed in granite, which is clearly distinguished from the upper floors. A continuous horizontal datum is established by the frieze/cornice above abutting storefronts
- Building heights that generally range from 3-5 stories. Courtyard Marriott is 6 stories.

- Overall simplicity of massing
- Very regular fenestration, individual punched window openings, windows of vertical proportions
- A defined cornice
- Roof forms are typically flat or gambrel, with few exceptions
- Consistent and limited material palette.

Variety of Architectural Detail

- Within the generally uniform architectural framework described above, the individual buildings exhibit a great deal of architectural variety. Architectural detail is provided through corbelling of brick, projecting and recessed elements, decorative cornices, alternating bay treatments, granite detailing, etc. Observing the various ways in which granite alone is employed in buildings along Commercial Street, one sees a wide range of surface treatments and detailing. This lends textural and architectural interest to the street.

Historic Preservation Board Review Process

The Historic Preservation Board held two workshops (January 4 and March 1) on the proposed design solution for the 383 Commercial Street development. While a second workshop was not required, the development team volunteered to return with design revisions developed in response to the Board's comments and concerns at the January review session. Following are images of the project as submitted for the second workshop:



Commercial Street elevations





Looking west on Commercial Street toward proposed development



York Street elevations





Initial proposal



Revised Proposal

The photos above illustrate some of the major design revisions which were made in response to HP Board comments at the January 4 workshop. Note that the brick façade on Commercial Street was extended further into the interior courtyards to provide more visual mass and to avoid the appearance of a shallow brick “veneer” on Commercial. The brick façade was also carried around the Maple Street elevation. The pergola treatment at the top floor was revised, the balconies were modified and the courtyard treatment was simplified. The ground floor granite arcade that continues across the entire width of the building was revised to step up to a two-story arcade in front of the courtyards. Although not apparent in the images, the level of tonal contrast between the front elevations and the interior courtyard elevations was reduced to better unify the structure. Note that the Board recommended a number of additional design revisions at the second workshop. These are itemized in the following section.

Modifications were made to the York Street elevation as well, although not as substantive.

HP Board Assessment of Compatibility, Outstanding Design Issues as of March 1 Wkshp

At the conclusion of the March 1 workshop, there was a consensus among Historic Preservation Board members that the proposed development—once full build-out was achieved--would be generally compatible with its respective historic context(s).

In reviewing the proposal, the Board accepted the basic organization and massing of the proposed development as being a result of the developer’s stated priorities for the project (i.e. providing light and views for as many of the upper story residential units as possible.) Although wide spacing between individual buildings is not characteristic of Commercial Street’s development pattern (most structures directly abut each other), the Board did not recommend significant changes in the project’s massing, such as reducing or consolidating the number of individual “buildings” as viewed from Commercial Street. Rather, the Board focused its discussion on key elements of the design and contributing details. Given that the existing character of development on the inland side of Commercial Street differs significantly from that on York Street, compatibility factors for consideration differed as well. In the Board’s view,

York Street could support a higher degree of architectural and material variety than Commercial Street because the streetscape was more varied and less visually “weighty”.

There was general acknowledgement that the developer’s choice to phase the overall project would result, at least in the short term, in a rather curious—and much less compatible—development. This was especially the case because the easternmost “block”, which is proposed to be built first, features the most non-contextual massing. Also, the Phase One building would present challenges in terms of providing a satisfactory terminus for the precast colonnade at the sidewalk level. In sum, Board members stressed that because the proposed design solution is predicated on a repetition of forms, *compatibility of the project is achieved at full build-out*. The concern would be if all the phases are not constructed as proposed.

In addition to this general observation, the HP Board identified several elements of the design that warranted further revision/reconsideration, including:

- The ground level treatment of the building’s Commercial/High Street corner remained unresolved.
- The spacing of the precast piers in front of the recessed arcades creates openings that appear too monumental and “heroic” in proportions. The architect was encouraged to add an additional pier to the eastern and western colonnades to achieve the proportions shown in the center arcade. This would reduce the size of the openings and provide a more appropriate scale at the street level.
- Given the varied façade treatment across the York Street elevation, Board members suggested that a continuous brick base might provide a unifying element to the overall composition. Also, a suggestion was made to reduce the depth of the overhangs on York Street.
- Although Board members acknowledged that the question of use is not within the HP Board’s purview, the developer was encouraged to consider including a retail, personal service or other commercial use along a portion of York Street’s frontage. This would further engage the development with the street and serve a growing residential population in the area.

Note: In reviewing the most recent submission prepared for the Planning Board workshop, staff notes that the design has been revised to respond to most of these suggestions.



Barbara Barhydt <bab@portlandmaine.gov>

383 Commercial Street - preservation of historic cobble gutter and paving on Maple Street

1 message

Deb Andrews <dga@portlandmaine.gov>

Fri, Aug 4, 2017 at 8:52 AM

To: "Barhydt, Barbara" <bab@portlandmaine.gov>

This is to confirm the historic preservation office's position on retaining/reusing the historic cobble detail that remains along portions of Maple Street (west side). I understand the question has come up in the context of the proposed 383 Commercial Street development project, where the developer will be responsible for completing sidewalk improvements along their Maple Street frontage.

The cobble gutter in this area is distinct from that remaining in other areas of the peninsula and there is reason to believe that this treatment predates the more typical cobble detail. The Maple Street detail is unusual in that it features smaller round cobbles bordered by large rectangular granite paving slabs. Abutting the larger granite slabs on the street side are standard size rectangular cobbles that run in the same direction as the slabs. Given the rarity of this paving detail, we think it is important to retain it, as is, if at all feasible. Although this area has been identified for a garage entrance or loading dock, Public Works staff have indicated that the historic paving will hold up well and need not be removed.

Additionally, it appears that much of Maple Street's early granite pavers remain intact underneath the asphalt paving in the street. (Numerous holes in the asphalt provide a clear view of the granite block paving.) We would also advocate for removing the existing asphalt in the street and exposing the original granite pavers on this block of Maple Street. (Note that the upper block of Maple Street still features granite pavers.)

We know from experience that residents and visitors appreciate these remnants of historic paving and we have appreciated the cooperation of Public Works in the past to preserve these special features when the opportunity presents itself.

--

Deb Andrews
Historic Preservation Program Manager
City of Portland
389 Congress Street
Portland, Maine 04101
(207) 874-8726

Planning and Urban Development Department Planning Division



Subject: MDP and B-5 Design Review – 383 Commercial Street
Written by: Caitlin Cameron, Urban Designer
Date of Review: Thursday, June 8, 2017

The project at 383 Commercial Avenue was reviewed according to the *Master Development Plan Standards of Review* by Caitlin Cameron, Urban Designer, Matt Grooms, Planner, and Jean Fraser, Planner. The project is also within 100' of a historic district and included an advisory design review by the Historic Preservation Board.

This memo includes design review comments for the overall Master Development Plan and the Phase I Level III Site Plan. The proposed master plan for multi-family residential buildings is only reviewed according to the Master Plan criteria. The Level III Site Plan for Phase I development application is subject to the R-5 and Multi-family design guidelines.

Design Review Comments:

Master Development Plan

(iii) Standards of Review.

b. Developed in a comprehensive, design-integrated manner, according to an overall master development plan

- There is a clear cohesive design approach and architectural aesthetic applied to an overall master plan.

d. Consistent with the City's Comprehensive Plan and consistent with City Council approved master plans . . .

- The project is not within a Pedestrian Activities District Overlay zone (PAD)
- The project is not located within a view corridor protection area

f. When proposed adjacent to or within one hundred (100) feet of designated landmarks, historic districts or historic landscapes, the Master Plan shall be developed so as to be generally compatible with the major character-defining elements of the landmark or portion of the district in the immediate vicinity of the proposed development

- See memo from Historic Preservation staff regarding the Historic Preservation Board review comments for compatibility with the Old Port Historic District.

l. Designed as to create a cohesive identity through building scale, massing, and articulation; use of quality exterior material, architectural detailing at pedestrian scale; consistency of design and materials for streetscape and pedestrian amenities; framing of outdoor open space and linkages; a clear conveyance of the function and significance of various buildings,

entrances, and features; and to generally comply with design and development standards of the zone in which it is located;

- The project maintains a cohesive identity through its massing, material selection and placement, and consistent details and architectural features throughout the project phases. Commercial Street has a commercial/mixed use identity while York Street has a different character for the residential frontage.
- The exterior materials proposed are typical of what is found in contemporary construction around the city. Staff supports the use of more durable materials such as brick and cast concrete at the ground floor, as proposed. The level of articulation and detailing at the pedestrian level is not clear at this stage of project development – some visual interest is provided through active commercial frontage on Commercial Street. York Street ground level facades are less active, the residential spaces are elevated – some pedestrian amenity is provided by proposed landscape buffers between the sidewalk and building.
- Outdoor open space includes a pedestrian link from York to Maple Street marked with a material change and landscaping, private courtyards entered by stair on York Street indicating their private nature, and public plaza spaces on Commercial Streets serving as entrance courts to commercial retail spaces – these are framed by double-story trabeated “gateway”.
- The Commercial Street façade is successful in conveying its uses and entrances. **The residential entryways are less legible - indication/emphasis on pedestrian entries could be improved.**
- The streetscape design and materials are consistent across the phases. Commercial Street and York Street are different in character depending on use.
- The project clearly conveys the active, commercial portions of the buildings and the more private residential portions of the buildings.
- Generally, the project complies with the intent of the B-5 design standards. See below for Phase I-specific comments.

Level III Site Plan Review – Phase I

(c) B-5 and B-5b Urban Commercial Business Zones

Standard (1) a. Shared Infrastructure – Met – The project will share structured parking and driveway infrastructure across its three phases.

Standard (1) b. Buildings and Uses shall be located close to the street . . . Corner lots shall fill into the corner and shall provide an architectural presence and focus to mark the corner. – Somewhat Met – Project is located near the property line on Commercial Street and creates strong street wall on street-facing façade consistent with other commercial or mixed use building placement. Building is mixed-use with commercial ground floor and residential upper floors. The York Street façade is residential and therefore more private in character – the buildings are oriented to the street but are setback and the residential use is elevated above the street level providing privacy **but also effectively disengaged from the street except for the stairs to the courtyards. If the setback from the sidewalk is going to be greater than that of other residential properties in this context, staff propose the sidewalk edge be held with a raised edge, low wall, or similar detail consistent with urban residential transition zones.** The sidewalk narrows on York Street for this project – considering the need for a furnishing zone for street lights, a wider sidewalk might be considered at least consistent with the existing sidewalk width in front of Baxter

Academy building. The Maple/Commercial Street corner is built to the corner as required but **does not have any special architectural feature to mark the corner** (future building phases propose special features on other corners).

Standard (1) c. Buildings shall be oriented toward the street . . . – Somewhat Met – Commercial Street façade is activated with commercial ground floor uses and entrances provided directly from the street or the entrance “plaza.” The primary residential entrance for this phase is located on Maple Street and though directly oriented to the street, **appears diminutive compared with the scale of the façade and building – staff thought more emphasis and prominence would be appropriate for this primary entrance.**

Standard (1) d. Parking lots shall be located to the maximum extent practicable toward the rear . . . **Not Met** – Phase I proposes **a surface parking lot located adjacent to Commercial Street** which does not meet the intent of this standard. The parking lot currently **does not have screening measures proposed.**

(i) Multiple-family:

Standard (1) Design Compatibility – Met – Staff agree with the Historic Preservation Board assessment and comments regarding the building design and its compatibility with the surrounding context.

Standard (2) Relationship of building to the street –Somewhat Met – Project is located near the property line on Commercial, Maple, and High streets and those ground floor street frontages have an adequate amount of fenestration and at a level that provides some views into the building. Storefront should be transparent. **See Standard (1)b above regarding York Street residential building relationship to sidewalk.**

Standard (3) Open Space – Met – Project includes courtyard spaces for tenants and urban plazas for commercial uses.

Standard (4) Light and Air – Met – Project includes ample windows for light and air.

Standard (5) Surface Parking – **Not Met** – see Standard (1) d above regarding surface parking screening.

Standard (6) Lodging Conversion – Not applicable

383 Commercial Street

1 message

Caitlin Cameron <ccameron@portlandmaine.gov>

Thu, Aug 3, 2017 at 9:34 AM

To: "Fraser, Jean" <jf@portlandmaine.gov>

The urban design comments and recommendations remain the same for the proposed Master Development Plan at 383 Commercial Street. The change of use to a hotel/conference center does not result in significant changes to the overall building design or site planning.

- Sidewalk design: The previous comments regarding width of sidewalk and landscaping and street tree details remain - sidewalks should be widened to match the context and landscape areas between buildings and sidewalk should be eliminated or reduced. The York Street landscape buffer between the sidewalk and buildings should have a hard edge treatment.
- Temporary lot conditions: I continue to advocate for a fence or screen along the street edges of the undeveloped property to maintain a street wall edge.
- Entrances: The building design should continue to evolve to emphasize and make legible the various entrances and their uses.
- Block size: The project continues to show three breaks in the building massing. One of those breaks in the block between the new construction and the existing historic building is accessible for pedestrians from York to Maple Street. If an additional pedestrian route were to be proposed, the path from York to Commercial through the Phase 3 courtyard would provide the most benefit in terms of street circulation and block size for pedestrian travel.

--

Caitlin Cameron, AICP, Associate AIA, LEED AP
Urban Designer
Planning & Urban Development Department
389 Congress Street
Portland, ME 04101
phone: (207) 874-8901
email: ccameron@portlandmaine.gov

383 Commercial Street - Status MDP and Phase 1 Traffic Review Comments

1 message

Tom Errico <thomas.errico@tylin.com>

Fri, Jun 9, 2017 at 8:34 AM

To: Jean Fraser <jf@portlandmaine.gov>

Cc: Katherine Earley <kas@portlandmaine.gov>, Jeremiah Bartlett

<JBartlett@portlandmaine.gov>, "Jeff Tarling (JST@portlandmaine.gov)"

<JST@portlandmaine.gov>, Lauren Swett <lszett@woodardcurran.com>, Bruce Hyman <bhyman@portlandmaine.gov>

Hi Jean – the following summarizes traffic comments for both MDP and Phase 1 approvals.

Phase 1 Site Plan Level III Traffic Comments

- DPW does not support the mixed sidewalk material proposed by the applicant for Maple Street. The City recommends that the sidewalk material follow City Policy and therefore be brick. It should be noted that under City Policy, driveway aprons shall match the sidewalk material and therefore shall be brick. For the loading drive area, it is suggested that the bricks be rotated 90 degrees. The maximum cross-slope for driveways shall be 2 percent. For the section of sidewalk abutting the historic gutter area, it is suggested that vertical granite curbing be installed and match the Maple Street edge line and creation of an approximate 10 foot area that includes a 5-foot brick accessible pedestrian route with the remaining width dedicated to cobble material and tree wells. Continued coordination with the City's Historic Preservation staff, Arborist, and DPW will be required for the specific specification of this area. I would note that the driveway on York Street shall also meet City material and cross-slope requirements and include specific dimensional details.

- The applicant shall provide information that supports the use of a smaller tractor-trailer truck (WB-40) in the evaluation of truck maneuvering. Given that large moving trucks can be expected, due residential uses, a larger design truck template is suggested. Turning templates shall be provided for movements in both directions on Maple Street. I would also note that the applicant shall confirm that the depth of the

loading bay will not create sidewalk blockage. Additionally, truck turning templates at the Maple Street intersections with Commercial Street and York Street shall be provided.

- A detailed Construction Management Plan that meets City requirements shall be provided. The City recently developed a template for development of a Construction Management Plan and the applicant shall meet the noted requirements.
- The plans note that an existing driveway is being closed on Commercial Street. Commercial Street is a 5-Year Pavement Moratorium Street and thus this change may trigger a fee associated with impacting the new pavement. It should be noted that the moratorium is not expected to retire until 2021.
- The applicant shall provide an engineering detail of the sidewalk ramp at the project corner of Commercial Street and Maple Street that illustrates how the ramp meets ADA accessibility requirements. Given that the building will be constructed at the back of sidewalk, we would expect the existing ramp to be disturbed. It appears that the sidewalk will also extend outside of the public right-of-way and thus a pedestrian easement will be required.
- The plans note that the sidewalk material on Commercial Street for the Phase I project is concrete. It is recommended that for the Phase I building frontage, brick sidewalk be provided. It is our expectation that the existing sidewalk will be disturbed during construction. I would also note that the installation of street lighting and conduit will disturb the existing concrete sidewalk outside of the Phase I building frontage area and plans for sidewalk improvements should be defined for review and approval.
- Phase I traffic generation is not expected to create unreasonable traffic congestion or safety problems. I would note that the full build project requires a Traffic Movement Permit and a traffic study is currently being prepared by the applicant.
- It is recommended that a minimum 6-foot separation/buffer area (using suitable landscape materials) between temporary surface parking spaces and the Commercial Street sidewalk be provided for optimal pedestrian safety. Vehicle encroachment is possible with the proposed wheel stops. Details shall be provided for review and approval.

- The applicant shall provide specific information on the use of the existing buildings that will remain under Phase I, so that an appropriate review of traffic impacts can occur.
- The garage driveway on Maple Street and York Street shall include dimensions. It is suggested that a total driveway width of 24 feet be considered. Plans illustrating the parking garage layout shall be provided for review and approval.
- The applicant shall provide documentation in support of a formal waiver request for driveway separation between the parking garage entrance, the truck loading drive, and the Baxter Academy driveway. Driveway separation does not meet City standards.
- Modification to on-street parking regulations on Maple Street shall be noted for review and approval.
- We concur with the applicants request for postponing the construction of the curb extension at the westerly corner of Commercial Street/Maple Street to Phase II given Pavement Moratorium restrictions. Final details for the curb extension will be required including geometric design elements, detectible panel and crosswalk alignment/location, and the possible incorporation of storm water/rain garden features.

MDP Traffic Comments

- A Traffic Movement Permit is required for the full build-out of the project. A traffic study scoping meeting was held on Thursday June 1, 2017 and upon receipt of the traffic study, comments will be provided. The traffic study will evaluate traffic impacts at the York Street/Maple Street, York Street/Garage Entrance, York Street/High Street, Commercial Street/Maple Street, Commercial Street/High Street, and Commercial Street/Park Street intersections. Several High Crash Locations were identified in the study area. The traffic study is expected to identify mitigation strategies for both safety and mobility deficiencies identified from detailed traffic modeling. The City has identified the potential for the installation of a traffic signal at the Commercial Street/High Street intersection, and the study will be evaluating conditions with and without the noted traffic signal.

- The proposed delivery arrangement on Commercial Street is not acceptable. Blockage of the sidewalk will not be permitted.
- All sidewalks shall be brick material.
- Public Street bicycle racks for the retail land uses shall be provided.

If you have any questions, please contact me.

Best regards,

Thomas A. Errico, PE

Senior Associate

Traffic Engineering Director

TYLININTERNATIONAL

12 Northbrook Drive

Falmouth, ME 04105

+1.207.781.4721 main

+1.207.347.4354 direct

+1.207.400.0719 mobile

+1.207.781.4753 fax

thomas.errico@tylin.com

Visit us online at www.tylin.com

Twitter | Facebook | LinkedIn | Google+

"One Vision, One Company"

383 Commercial Street - Initial Preliminary Traffic Comments

1 message

Tom Errico <thomas.errico@tylin.com>

Thu, Aug 3, 2017 at 1:34 PM

To: Jean Fraser <jf@portlandmaine.gov>

Cc: Katherine Earley <kas@portlandmaine.gov>, Jeremiah Bartlett <JBartlett@portlandmaine.gov>, Lauren Swett <lszett@woodardcurran.com>, Keith Gray <kgray@portlandmaine.gov>, Barbara Barhydt <bab@portlandmaine.gov>, "Jeff Tarling (JST@portlandmaine.gov)" <JST@portlandmaine.gov>

Hi Jean – Some of my initial comments as it relates to the current application with a hotel use is noted below.

- Traffic generation for the project will need to be updated to account for the change of use. My general opinion is that the magnitude of the change may not require a revised Traffic Movement Permit Application and new traffic study scoping meeting. The applicant can take credit for prior trips generated by Baxter Academy. We will make that determination upon receipt of the revised trip generation estimate.
- The hotel use, including the banquet and meeting room facility, will create different truck/passenger loading impacts and requirements. How hotel guests will be accommodated will need to be defined to ensure public street conditions are not negatively impacted. A detailed plan will be required.
- The truck loading drive on Maple Street continues to be a concern as it relates to: interaction with pedestrians on Maple Street and those walking through the site; interaction with the parking garage entrance with hotel guests that may be unfamiliar with the area; truck circulation on and off of Maple Street; and the level of truck activity.

If you have any questions, please contact me.

Best regards,

Thomas A. Errico, PE

Senior Associate

Traffic Engineering Director



12 Northbrook Drive

Falmouth, ME 04105

[+1.207.781.4721](tel:+12077814721) main

[+1.207.347.4354](tel:+12073474354) direct

[+1.207.400.0719](tel:+12074000719) mobile

[+1.207.781.4753](tel:+12077814753) fax

thomas.errico@tylin.com

Visit us online at www.tylin.com

[Twitter](#) | [Facebook](#) | [LinkedIn](#) | [Google+](#)

"One Vision, One Company"

MEMORANDUM



TO: Jean Fraser, Planner
FROM: Lauren Swett, PE
DATE: June 8, 2017
RE: 383 Commercial Street Master Development Plan & Level III Site Plan for Phase 1

Woodard & Curran has reviewed the Master Development Plan Application and the Level III Site Plan Application for the proposed project located at the former Rufus Deering Lumber site at 383 Commercial Street in Portland, Maine. The final build-out of the site will include a combination of mixed-use retail, residential condominiums, and structured parking. The Phase 1 work also includes surface parking and site improvements.

Documents Reviewed by Woodard & Curran

- Master Development Plan Application and attachments, dated January 9, 2017 prepared by Sebago Technics on behalf of Deering Property Management, LLC.
- Master Development Plan plans, prepared by Archetype Architects, dated December 2016.
- Phase 1 Application and attachments, dated March 9, 2017, prepared by Sebago Technics on behalf of Deering Property Development, LLC.
- Phase 1 plans, dated May 23, 2017, prepared by Sebago Technics, on behalf of Deering Property Development, LLC.

Comments

Master Development Plan:

Comments have previously been provided on the Master Development Plan submission. It appears that the site plans have not been modified since that review. As noted previously:

- 1) The final boundary survey will be required to be stamped by a PLS.
- 2) The Applicant has noted that a capacity to serve letter from PWD is pending.
- 3) The utility plan currently only shows sewer and stormwater utilities. Proposed locations of other utility tie-ins should be included on the plans. The plans should show the locations of the proposed utilities relative to the existing utility infrastructure.
- 4) The Applicant has noted that subsurface chambers will be utilized for stormwater management in the full build-out condition, and an underdrain soil filter will be utilized in prior phases while a surface parking lot is in use. This general stormwater approach seems appropriate, and specific designs and details will be reviewed as part of each specific Site Plan submission.

Level III Site Plan:

- 1) The City of Portland requires that all Level III site plan applications 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 (Technical Manual, Section 5. II. Applicability in Portland. C. a. and City of Portland Code of Ordinances Sec. 14-526 Site plan standards (b). 3. b.). We offer the following comments:
 - a) Basic Standard: Notes, and details have been provided to address erosion and sediment control requirements, inspection and maintenance requirements, and good housekeeping practices in accordance with Appendix A, B, & C of MaineDEP Chapter 500. Locations of proposed erosion and sedimentation controls should be shown on the plans. Catch basin protection should also be provided in all drainage structures on the property and in the City street in proximity to the project area.
 - b) General Standard: The project is required to provide stormwater treatment in accordance with the General Standard per the City's requirements for redevelopment. The Applicant is proposing to



install a Storm Filter system with subsurface detention. We agree that this will provide adequate treatment for the project site. The plans include details for Filterra Tree Boxes – we assume these systems will be installed as part of future phases. Please see additional stormwater comments later in this memo.

- c) Flooding Standard: The project will result in a net decrease in stormwater runoff in the 2-, 10-, and 25-year storm events, in conformance with the requirements of the Flooding Standard. Please see additional stormwater comments later in this memo.
- 2) We have the following additional comment on the proposed stormwater management system on the site. The Applicant should provide additional clarification:
 - a) The stormdrain pipe SD-7 is shown with a negative slope.
 - b) Some of the structures shown on the stormdrain structure data table are shown with unknown structure sizes.
 - c) The pipes from many of the proposed field inlets appear to have less than 3 feet of cover. Invert adjustments may be necessary or insulation could be provided.
 - d) The stormwater and sewer utility crossings beneath the garage should be verified. It appears that the S-8/SD-7 and S-3/Roof Drain crossings may be close, but additional information is necessary on roof drain pipe slopes and grease trap inverts to verify.
 - e) The depth of cover over the subsurface detention pipes should be verified. Based on the invert and pipe size, there will be approximately 1.2 feet of cover from the top of the pipe to the finish floor elevation of the garage. Based on the provided detail, the minimum soil cover is 1 foot, leaving little room for the concrete.
- 3) The stormwater inspection and maintenance manual references a separate manual for the maintenance of the Stormfilter system. A copy of this manufacturer's information should be included as a part of the project's manual.
- 4) The sewer stub proposed near field inlet FI-7 will have minimal cover as it crosses underneath a shallow swale. We understand that this will be within a building as part of a future phase. The pipe should be protected from freezing or damage until construction of the next phase of work.
- 5) The sewer manhole detail and the street pavement detail should be modified to be in conformance with the City of Portland Technical Standards for work that will occur within the City Right-of-Way.
- 6) The Applicant will be required to provide verification of utility capacity for water and sewer. The applicant will also be required to verify that their sewer and stormwater connection approach is acceptable.
- 7) The current City of Portland standard for sidewalk material in this area of Portland is brick. Per the sidewalk material policy, all driveway aprons must match the material of the adjacent sidewalk. Aprons on York and Maple Street should be brick.
- 8) The Applicant has submitted a letter as part of the application noting that the existing retaining wall along York Street will remain in place and that the project will construct a new retaining wall three feet away from that wall. The letter noted that the concept design was reviewed for the Applicant by a geotechnical and structural engineer. The existing wall provides support to significant infrastructure on York Street. The Applicant will be required to provide verification from their professional engineers that the final design of the proposed wall, the regular traffic loading at the York Street entrance, utility lines that must be installed through or near the existing wall, and the proposed construction work in the vicinity of the wall (excavation, equipment loading, etc.) on the 383 Commercial Street site will not have a detrimental impact on the existing wall or York Street. This evaluation is necessary for all phases of the Master Development Plan.



Jean Fraser <jf@portlandmaine.gov>

Fwd: 383 Commercial Street- PB Memo comments on revised concept

1 message

Jean Fraser <jf@portlandmaine.gov>
To: "Fraser, Jean" <jf@portlandmaine.gov>

Thu, Aug 3, 2017 at 2:48 PM

From: **John Peverada** <jbp@portlandmaine.gov>
Date: Thu, Aug 3, 2017 at 12:15 PM
Subject: Re: 383 Commercial Street- PB Memo comments on revised concept
To: Jean Fraser <jf@portlandmaine.gov>
Cc: "Errico, Thomas" <thomas.errico@tylin.com>, "Tarling, Jeff" <jst@portlandmaine.gov>, "Hyman, Bruce" <bhyman@portlandmaine.gov>, Keith Gray <kgray@portlandmaine.gov>

Jean,

My only comment is it would be great if they could create a portico under the building off of Maple St for hotel loading and drop off as the Marriott Residence Inn has on Fore St.

Thanks
John

|

Re: Need updated comments pl - 383 Commercial St (Rufus Deering site)

1 message

Jeff Tarling <jst@portlandmaine.gov>

Thu, Jun 8, 2017 at 2:21 PM

To: Jean Fraser <jf@portlandmaine.gov>

Cc: "Swett, Lauren" <lszett@woodardcurran.com>, Deb Andrews <dga@portlandmaine.gov>

Jean -

I found one half of the landscape plan, is there only one or is there a second sheet?

We would ask that the new tree planters on Commercial Street follow the revised City standard that includes radis corners, see attached.

Since the new building is going to over-shadow the lower section of Maple Street and the interest to save or re-create the unique cobble / granite paving stone esplanade I would recommend not planting in this location. Will take a closer look at the building street view. It might be a recommendation to set a curb along this section of Maple Street to better define the curb, drainage flow. Option A might widen the new brick sidewalk to 5' or remove the granite, cobble, and pavers over towards the curb line and reset. This is the only known remaining pavement of this type left from the nineteenth century so it would be good to save a remnant of the past. The hotel next door did similar when they reset granite pavers on the former lane.

Other landscape & tree comments -

The re-use of the former Rufus Deering area and parking lot appears to have a landscape plan on a second sheet?

Green roof / patio - the concept of having a green roof, or landscape element on the second floor would be a welcomed design element.

Rain Planter - As this project looks at future phases it should explore creating a sidewalk, curb-line rain planter similar to the project next door. Lauren and PW can better advocate for rain planter. The one next door was the first of it's kind in Portland it is appears good aesthetically and hopefully functionally.

Green roof info:

<http://www.recovergreenroofs.com>

https://www.buildotechindia.com/advances_in_shallow_and_green_roof_design/

Sidewalk Rain Planter next door (example)



Maple Street cobble & paver post Baxter Academy improvements





Maple tree pre- Baxter Academy work, original



Jeff Tarling
City Arborist - City of Portland Maine
Parks, Recreation & Facilities Department
Forestry & Horticulture
212 Canco Road
Portland, ME. 04103
(207) 808-5446
jst@portlandmaine.gov

On Wed, Jun 7, 2017 at 11:33 AM, Jean Fraser <jf@portlandmaine.gov> wrote:

Hi

Just to amplify on the discussion this morning at Dev Rev, could you please provide updated comments on the revised plans submitted since May 18 (2017-005 and 2017-

383 Commercial Street tree & landscape

1 message

Jeff Tarling <jst@portlandmaine.gov>

Thu, Aug 3, 2017 at 3:11 PM

To: Jean Fraser <jf@portlandmaine.gov>, Barbara Barhydt <bab@portlandmaine.gov>

Jean -

In review of the proposed 383 Commercial Street project offering the following recommendations for trees and landscape.

First, the most important feature of this project is to have a wide enough sidewalk area to accommodate the increased pedestrian traffic and tree / landscape features.

The proposed sidewalk width is too narrow to successfully meet these goals. Recommend a wider, perhaps 12' sidewalk with street trees in planters. This is consistent with the Hilton Garden & the Marriott Courtyard on Commercial Street. Both of these hotels have additional plaza areas next to the sidewalk giving extra space for gathering and outdoor seating if needed.

Street trees should be planted in raised granite planters. We can work with the project team to determine the best tree types and exact locations.

York Street streetscape also should be wide enough to handle increased foot traffic and street trees.

The future phase landscape area should complement the project and contain a slightly less dense landscape planting than if it was a permanent treatment. Examples of similar later or future landscaped areas - Portland Museum of Art landscape on Spring Street and the Hampton Inn landscape on Middle and India Streets. The planting might include shade trees, lawn and perhaps ornamental shrubs.

Environmental landscape features could benefit this project. These features could include green roof, greenwall, raingarden / rain planter (similar to the one next door at Marriott Courtyard).

Jeff Tarling
City Arborist - City of Portland Maine
Parks, Recreation & Facilities Department
Forestry & Horticulture

Fw: 383 Commercial Street Changes

1 message

Joe Dasco <joedasco@comcast.net>

Thu, Jul 27, 2017 at 12:03 PM

To: Jean Fraser <jf@portlandmaine.gov>

Cc: Barbara Barhydt <BAB@portlandmaine.gov>

Hi Jean, I was to quick to send and realized I did not include you.

From: Joe Dasco

Sent: Thursday, July 27, 2017 11:59 AM

To: Barbara Barhydt

Cc: Will Conway ; lloyd@archetypepa.com

Subject: Re: 383 Commercial Street Changes

Hi Barbara,

As a follow up to our phone call, I am emailing you to further outline the revisions to our plans and how we are addressing staff and Planning Board comments.

As discussed, we are looking to amend our Master Plan and Level 3 submission for Phase 1 by changing the use of the Phase 1 Building from a residential building to a 128-room hotel which will include a conference center in what is now considered the "Baxter Building". The project will still be a 3-phase project as originally depicted, however Phases 1 and 2 will be built-out at the same time. The building's footprint, mass, and exterior remain the same as our previous submission with the exception of the addition of the "Baxter Building" and a connection to the hotel via an air-walk at the second level. As to the comments that we received to date, we have, or are planning to, address them as follows:

Mid Block Permeability

As we have indicated in our meetings with the Planning Board and the Staff, the challenge to meet this request relates to the elevation change of the site itself. There is approximately a 2- story elevation change from York Street to Commercial Street. This would mean that a pedestrian would have to navigate approximately 50 stairs to make this connection viable. However, as part of the hotel concept, we would provide public access into the courtyard and the hotel via the entrance from York Street. This entrance would be open during normal business hours and would be gated when the hotel restaurant closes (we are anticipating 8 a.m to 9 p.m). We believe this will activate this space and are anticipating a park-like setting that will include dining possibilities overlooking Commercial Street. We are still investigating the feasibility of providing access from Commercial Street via stairs but do not currently show this on the plans submitted. If we were to provide access from Commercial Street we would then more than likely eliminate the stairs in between the hotel and the Baxter Building.

Commercial Loading for Phase 2 and Phase 3 Buildings

The concern that has been brought to our attention pertains to trucks blocking the sidewalk to service the building. This can be addressed by having a "commercial loading zone" on Commercial Street which is restricted for that sole purpose during certain hours of the day. It is our

understanding that this suggestion was positively received by staff. We will have our consultants update the drawings to depict the area discussed.

Reuse of unique cobbles which parallel the sidewalk and investigation restoring cobbles on Maple Street

Historic Preservation has requested that we repurpose the cobbles that run parallel to the sidewalk on Maple Street. We have agreed to incorporate these into our design and are currently working on plans on how to best use these unique cobbles. It was also suggested that we look into the possibility of removing the existing asphalt on Maple Street that is currently laid over the original cobblestones from Commercial Street to Fore Street. Our plans currently depict resurfacing a portion of Maple Street with asphalt where we need to gain access to certain utility connections. Our response to this request is that if restoring the cobbles does not negatively impact the project financially, we would be willing to do so. We also suggested that the Planning Department explore the idea of a cost share with the city to help see this idea to fruition. We are having our Construction Manager investigate the cost to meet this request.

Temporary parking to meet the requirements of Phase 1 and temporary Screening/dressing up the site during the lapse between phases 1&2

During our workshops there has been a lot of discussion as to what the site will look like after the Phase 1 building is built and what will happen if the market conditions change and there is a long lapse to the time we build out Phases 2 and 3. By incorporating the change of use of the Phase 1 building from residential to a hotel, we will be able to build out the Phase 1 and Phase 2 buildings at the same time. This approach addresses many, if not all, of the concerns regarding this issue.

We know that you are very busy and as always we appreciate your time.

Please call or email if you have any questions or concerns.

Joe

From: Will Conway
Sent: Thursday, July 27, 2017 10:45 AM
To: Joe Dasco
Subject: FW: 383 Commercial Street Changes

From: Barbara Barhydt [mailto:bab@portlandmaine.gov]
Sent: Thursday, July 27, 2017 10:25 AM
To: Will Conway <wconway@sebagotechnics.com>
Cc: Jean Fraser <jf@portlandmaine.gov>
Subject: Re: 383 Commercial Street Changes

Hello Will;

A hotel is a permitted use, so we can look at the revised plan and the inclusion of the rest of the block in the Master Development Plan and the Level III for phase I in another workshop; however I don't see how the revised proposal addresses the design points that have been raised by staff. I want to be sure this is a worthwhile workshop and I have to advertise the legal ad by noon today. Can you advise me on how this addresses the past review comments and the Board's comments?

Thanks.

Barbara

Barbara Barhydt
Development Review Services Manager
Planning Division
389 Congress Street 4th Floor
Portland, ME 04101
[\(207\) 874-8699](tel:(207)874-8699)
Fax: [\(207\) 756-8256](tel:(207)756-8256)
bab@portlandmaine.gov

On Wed, Jul 26, 2017 at 2:14 PM, Will Conway <wconway@sebagotechnics.com> wrote:

Hi Jean, we had hoped to come in and meet with you about changes we are proposing for the project, but I know you need info to put in the agenda report for the August 8 Workshop. Our client has been considering and has now decided to convert Phase 1 of the project into a hotel use , incorporating the Baxter Academy Building. Phase 1 will also include the middle of the block (formerly Phase 2), as condos. See description from David Lloyd below.

We see this as a significant improvement as it avoids the irregular footprint of Phase 1 being viewed arriving to Portland, eliminates the need for temporary surface parking, and includes adaptive re- use of the Baxter building.

With no second meeting in August, it is extremely important for us to present this to the Planning Board for feedback on August 8th = - please confirm we can hold that agenda slot.

Thank you Jean,

Will

From: David Lloyd [mailto:lloyd@archetypepa.com]
Sent: Wednesday, July 26, 2017 9:47 AM
To: Will Conway <wconway@sebagotechnics.com>
Subject: 383 Commercial street changes

Will

I am pleased to let you know that our developer has been successful in securing a hotel for phase one of the project . This will alleviate some of the boards concerns in a three phase project . This project can now consist of two phases . Phase one and phase 2 are now phase one . The former 78 units of residential will now become 128 hotel rooms . Phase two will remain as designed with residential units . The developer was also successful in securing the adjacent Baxter building which will be used for Banquets , fitness , spa and back of house . Please see the attached plans which show the changes in plan . We have maintained the original plan , elevations will need to be updated in regard to fenestration but the original architectural theme will remain .

David

David Lloyd, Architect
Archetype PA |48 Union Wharf |Portland, Maine 04101|tel. [207.772.6022](tel:207.772.6022) |cell. [207.831.8627](tel:207.831.8627)
lloyd@archetypepa.com<mailto:lloyd@archetypepa.com>
www.archetype-architects.com<<http://www.archetype-architects.com/>>

Notice: Under Maine law, documents - including e-mails - in the possession of public officials or city employees about government business may be classified as public records. There are very few exceptions. As a result, please be advised that what is written in an e-mail could be released to the public and/or the media if requested.



Virus-free. www.avast.com

RE: Need description of project

1 message

Will Conway <wconway@sebagotechnics.com>

Thu, Jul 27, 2017 at 11:57 AM

To: Barbara Barhydt <bab@portlandmaine.gov>, Joe Dasco <joedasco@comcast.net>

Cc: Jean Fraser <jf@portlandmaine.gov>, "David Lloyd (lloyd@archetypepa.com)" <lloyd@archetypepa.com>

Hi Barbara, numbers as follows...

PHASE 1

4,134 SF Retail

74,661 SF Hotel (126 Rooms)

71 Parking Spaces

PHASE 2

8,626 SF Retail

112, 709 SF Condos (114 Units)

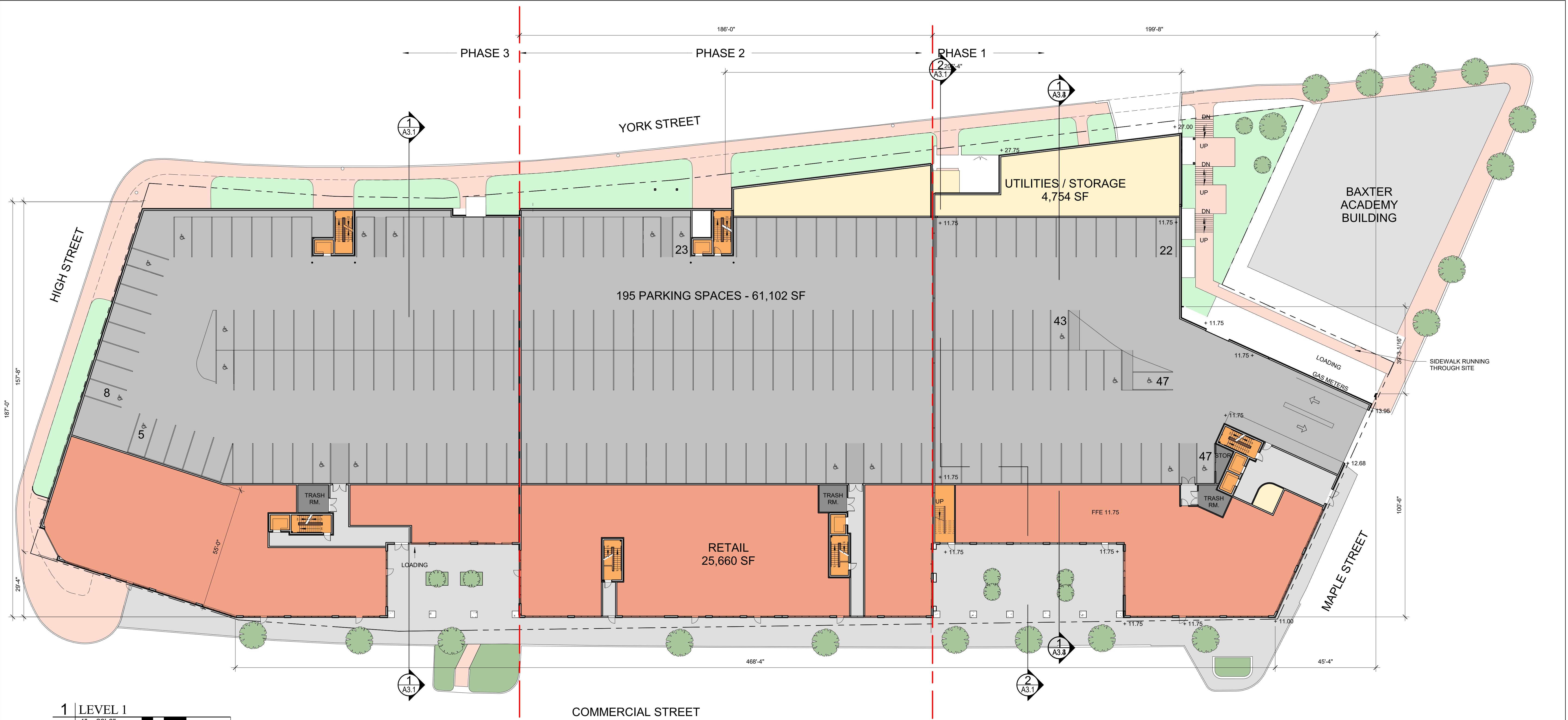
144 Parking Spaces

PHASE 3

11,477 SF Retail

86,535 SF Condos (92 Units)

162 Parking Spaces



1 | LEVEL 1
1" = 20'-0"

OVERALL PROJECT GROSS SQUARE FOOTAGES	
LEVEL 1	97,827 GSF
LEVEL 2	97,827 GSF
LEVEL 3	72,734 GSF
LEVEL 4	72,734 GSF
LEVEL 5	72,734 GSF
LEVEL 6	71,113 GSF +
484,969 GSF	

OVERALL PROJECT	
RETAIL:	27,747 SF
PARKING:	120,747 SF
	(387 SPACES)
AMENITY SPACE:	7,192 SF
RES. UNITS:	272,321 SF
	(284 UNITS)
(2) 3-BR UNITS	
(113) 2-BR UNITS	
(129) 1-BR UNITS	
(40) EFF - UNITS	

PHASE 1	
LEV. 1	29,025 GSF
LEV. 2	29,025 GSF
LEV. 3	19,804 GSF
LEV. 4	19,804 GSF
LEV. 5	19,804 GSF
LEV. 6	19,526 GSF +
136,988 GSF	

PHASE 1	
RETAIL:	6,736 SF
PARKING:	32,681 SF
	(73 SPACES)
AMENITY SPACE:	7,192 SF
RES. UNITS:	72,983 SF
	(78 UNITS)
(29) 2-BR UNITS	
(39) 1-BR UNITS	
(20) EFF - UNITS	

PHASE 2	
LEV. 1	35,671 GSF
LEV. 2	35,671 GSF
LEV. 3	29,719 GSF
LEV. 4	29,719 GSF
LEV. 5	29,719 GSF
LEV. 6	29,083 GSF +
189,582 GSF	

PHASE 2	
RETAIL:	10,215 SF
PARKING:	44,305 SF
	(150 SPACES)
RES. UNITS:	112,803 SF
	(114 UNITS)
(2) 3-BR UNITS	
(48) 2-BR UNITS	
(56) 1-BR UNITS	
(8) EFF - UNITS	

PHASE 3	
LEV. 1	33,131 GSF
LEV. 2	33,131 GSF
LEV. 3	23,211 GSF
LEV. 4	23,211 GSF
LEV. 5	23,211 GSF
LEV. 6	22,504 GSF +
158,399 GSF	

PHASE 3	
RETAIL:	11,510 SF
PARKING:	43,761 SF
	(162 SPACES)
RES. UNITS:	86,535 SF
	(92 UNITS)
(36) 2-BR UNITS	
(44) 1-BR UNITS	
(12) EFF - UNITS	

383 COMMERCIAL STREET

Portland, Maine



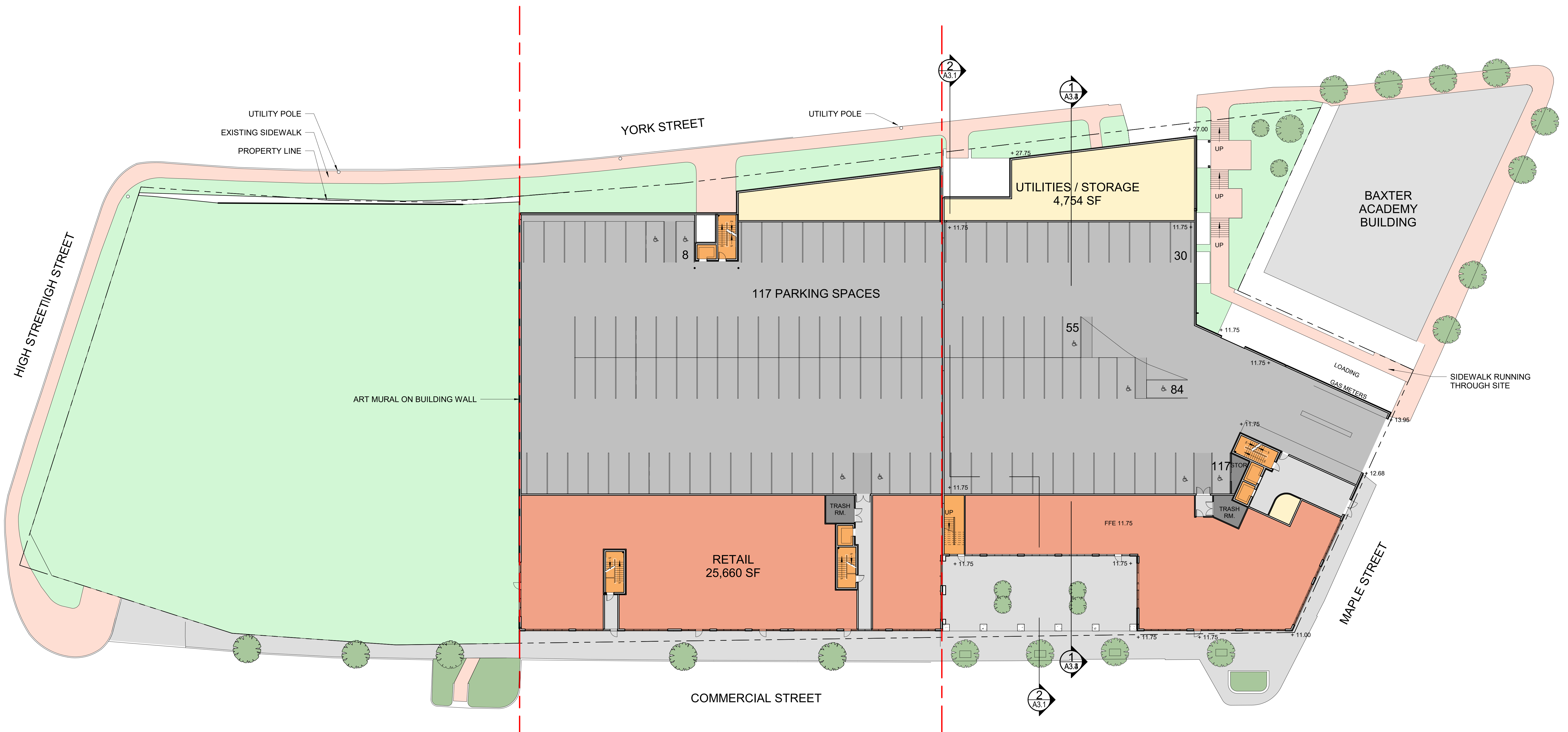
1 | LEVEL 1 - PHASE 1 - OVERALL SITE
1" = 20'-0"

383 COMMERCIAL STREET

Portland, Maine

MAY 23, 2017

A1.1-1



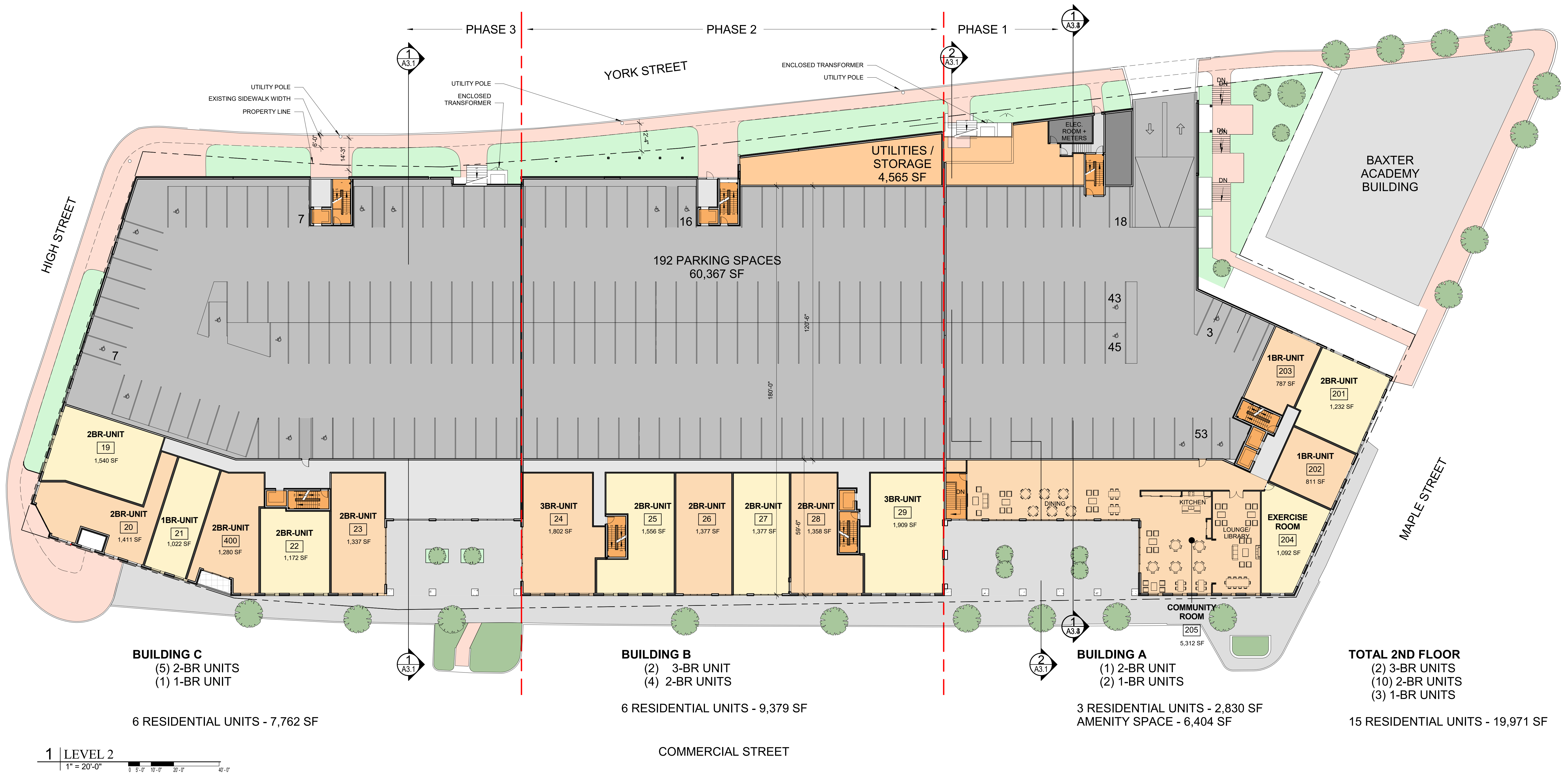
1 | LEVEL 1 - PHASE 2 - OVERALL SITE
1" = 20'-0"

383 COMMERCIAL STREET

Portland, Maine

MAY 23, 2017

A1.1-2



383 COMMERCIAL STREET

Portland, Maine

MAY 23, 2017

A1.2



BUILDING C
3RD FLOOR
 (7) 2-BR UNITS
 (10) 1-BR UNITS
 (3) EFF UNITS
 20 RESIDENTIAL UNITS - 18,125 SF
 1 RETAIL SPACE - 2,087 SF

4TH-6TH FLOORS
 (8) 2-BR UNITS
 (11) 1-BR UNITS
 (3) EFF UNITS
 22 RESIDENTIAL UNITS - 20,216 SF
 - 20,216 SF (6TH FLOOR)

BUILDING B
3RD - 6TH FLOORS
 (11) 2-BR UNITS
 (14) 1-BR UNITS
 (2) EFF UNITS
 27 RESIDENTIAL UNITS - 26,003 SF
 - 25,415 SF (6TH FLOOR)

BUILDING A
3RD FLOOR
 (6) 2-BR UNITS
 (7) 1-BR UNITS
 (5) EFF UNITS
 18 RESIDENTIAL UNITS - 16,917 SF
 AMENITY SPACE - 788 SF

4TH-6TH FLOORS
 (8) 2-BR UNITS
 (11) 1-BR UNITS
 (3) EFF UNITS
 19 RESIDENTIAL UNITS - 17,701 SF
 - 17,834 SF (6TH FLOOR)

TOTAL 3RD FLOOR
 (24) 2-BR UNITS
 (31) 1-BR UNITS
 (10) EFF UNITS
 65 RESIDENTIAL UNITS - 61,045 SF

TOTAL 4TH-6TH FLOORS
 (78) 2-BR UNITS
 (96) 1-BR UNITS
 (30) EFF UNITS
 204 RESIDENTIAL UNITS - 191,305 SF

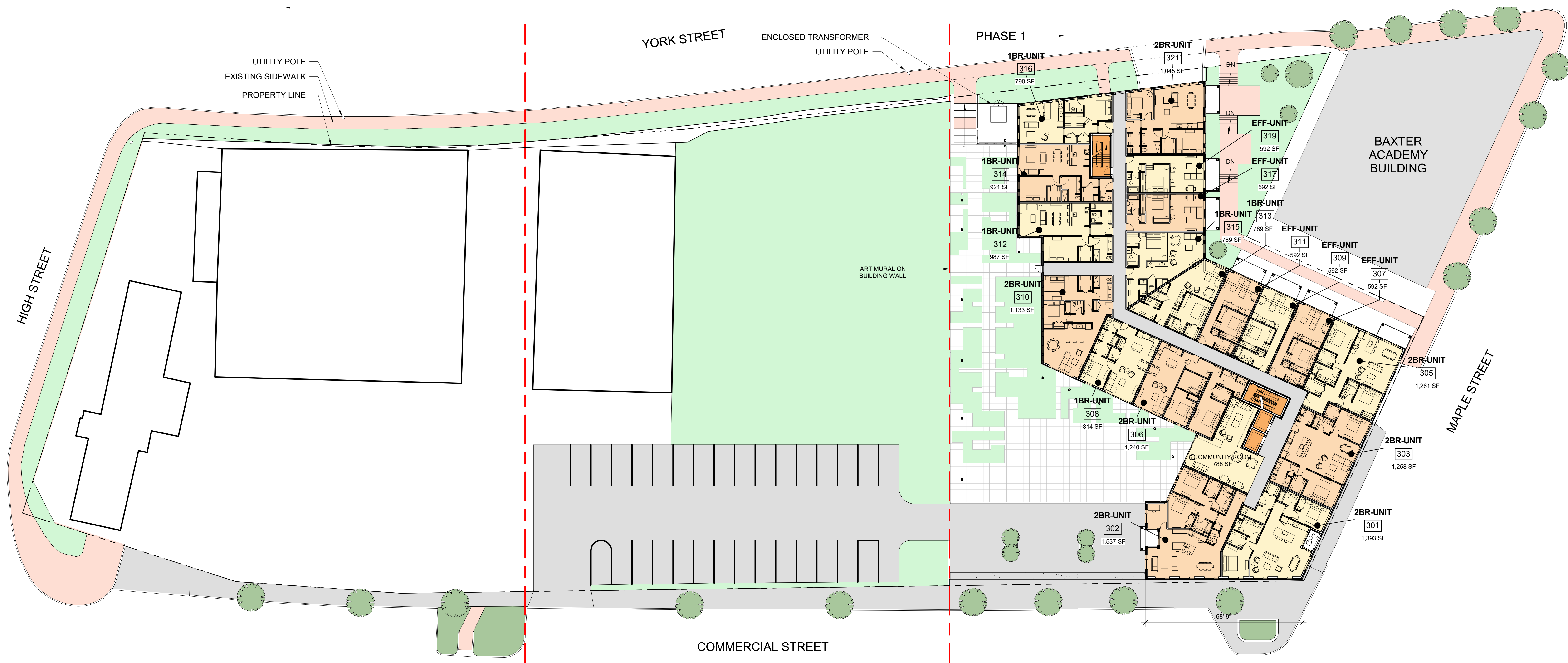
1 | LEVELS 3 THROUGH 5
 1" = 20'-0"

383 COMMERCIAL STREET

Portland, Maine

MAY 23, 2017

A1.3



1 | LEVELS 3 THROUGH 5 - PHASE 1 - OVERALL SITE
1" = 20'-0"

383 COMMERCIAL STREET

Portland, Maine

MAY 23, 2017

A1.3-1









OVERALL PROJECT GROSS SQUARE FOOTAGES

LEVEL 1	97,827 GSF
LEVEL 2	97,827 GSF
LEVEL 3	72,734 GSF
LEVEL 4	72,734 GSF
LEVEL 5	72,734 GSF
LEVEL 6	71,113 GSF +
	484,969 GSF

PHASE 1

LEV. 1	29,025 GSF
LEV. 2	29,025 GSF
LEV. 3	19,804 GSF
LEV. 4	19,804 GSF
LEV. 5	19,804 GSF
LEV. 6	19,526 GSF +
	136,988 GSF

PHASE 1

RESTAURANT:	4,134 SF
RETAIL:	2,083 SF
PARKING:	31,094 SF
	(71 SPACES)
126 ROOMS:	58,631 SF
2 SUITES:	2,241 SF
LOBBY/ BAR:	7,800 SF
MEETING ROOMS:	1,105 SF
BACK OF HOUSE:	4,884 SF

BAXTER BUILDING

EXISTING BUILDING TOTALS	
LOWER LEVEL:	7,463 GSF
1ST FLOOR:	7,405 GSF
2ND FLOOR:	7,463 GSF
TOTAL:	22,331 GSF
3 BANQUET HALLS:	8,135 SF
1 MEETING ROOM:	767 SF
BACK OF HOUSE:	4,820 SF
FITNESS ROOM / SPA:	2,910 SF
ROOF DECK:	3,912 SF

PHASE 2

LEV. 1	35,671 GSF
LEV. 2	35,671 GSF
LEV. 3	29,719 GSF
LEV. 4	29,719 GSF
LEV. 5	29,719 GSF
LEV. 6	29,083 GSF +
	189,582 GSF

PHASE 2

RETAIL:	8,626 SF
PARKING:	44,305 SF
	(144 SPACES)
RES. UNITS:	112,709 SF
	(114 UNITS)
(2) 3-BR UNITS	
(48) 2-BR UNITS	
(56) 1-BR UNITS	
(8) EFF - UNITS	

PHASE 3

LEV. 1	33,131 GSF
LEV. 2	33,131 GSF
LEV. 3	23,211 GSF
LEV. 4	23,211 GSF
LEV. 5	23,211 GSF
LEV. 6	22,504 GSF +
	158,399 GSF

PHASE 3

RETAIL:	11,477 SF
PARKING:	43,761 SF
	(162 SPACES)
RES. UNITS:	86,535 SF
	(92 UNITS)
(36) 2-BR UNITS	
(44) 1-BR UNITS	
(12) EFF - UNITS	

383 COMMERCIAL STREET

Portland, Maine

JULY 25, 2017

A1.1









Memorandum

Planning and Urban Development Department

Planning Division

To: Elizabeth Boepple, Chair, and Members of the Portland Planning Board
From: Matthew Grooms, Planner
Date: August 4, 2017
Re: Jetport Valet Overflow Parking
Project #: 2017-100
Meeting Date: August 8, 2017

I. INTRODUCTION

Developer Thomas Toye, III has requested a preliminary Level III site plan review of an overflow valet parking lot with space for 134 vehicles, adjacent to the existing valet parking lot owned as well by Mr. Toye, located off of Jetport Boulevard. The site would be primarily accessed through the existing valet parking lot located off of Westbrook Street, with additional access being provided off an existing curb cut located on Loop Road. This site is located within the A-B Airport Business zone. It should be noted that a context plan showing both the existing valet parking lot and the proposed overflow lot has been requested to better understand circulation between these two sites.

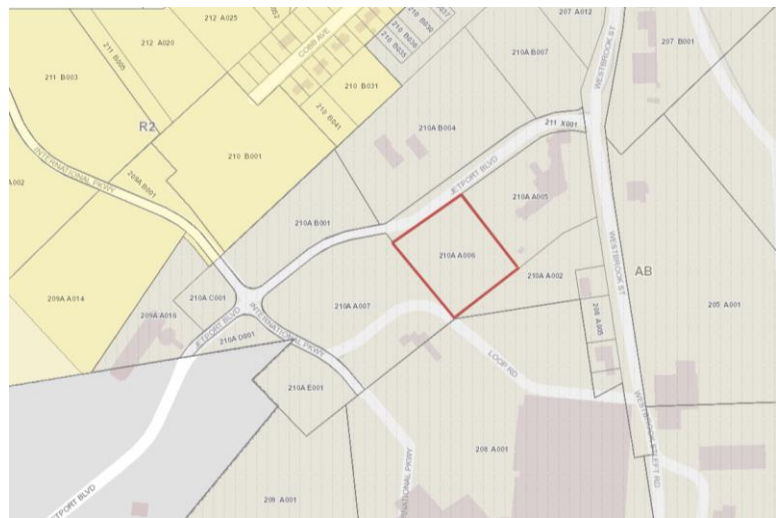


Figure 1: Project Site

Given the extent of new impervious surface proposed for this project, this development will undergo review for site location of development as required under the Site Location of Development Act. The City has been granted delegated review authority by Maine DEP.

The Planning Board will review the application for compliance with the site plan standards and the Site Location of Development Act requirements.

A total of 49 notices were sent to property owners within 500 feet of the site and a legal ad ran on July 31st and August 1st, 2017. No public comments have been received by the Planning Office.

Applicant: Thomas Toye, III

Consultants: Robert McSorley P.E., Sebago Technics

II. REQUIRED REVIEWS

Waiver Requests	Applicable Standards
Paving Material – To utilize asphaltic millings in place of a durable hard surface	Section 14-526 (a), Land Use Code, requires that parking lots, except for temporary lots which are to be used for less than one year, shall be constructed of a permanent and durable hard surface that is not subject to ponding or erosion.
Review	Applicable Standards
Site Plan	Section 14-526
Site Location of Development Act	DEP has confirmed that the City shall be the delegated

reviewer (Attachment V)

III. PROJECT DATA

Existing Zoning	A-B Airport Business
Existing Use	Vacant
Proposed Use	Overflow Parking lot
Proposed Development Program	134 Parking Spaces (Unstriped)
Parcel Size	85,820 SF

	<i>Existing</i>	<i>Proposed</i>	<i>Net Change</i>
Building Footprint/Floor Area	0 SF	0 SF	0 SF
Impervious Surface Area	0 SF	46,107 SF	46,107 SF
Parking Spaces (on site)	0	134	134
Bicycle Parking Spaces	0	0	0
Estimated Cost of Project	\$141,500.00		

IV. EXISTING CONDITION

The proposed project site is located on an undeveloped lot approximately 600' feet east of the Jetport Boulevard and International Parkway Drive intersection, immediately west of the Embassy Suites property. This site was mostly cleared in the Fall of 2015, at which time on-site wetlands were inadvertently impacted. The applicant has since secured permits from Maine DEP and the Army Corps of Engineers for permanent impacts. At present, the site is being accessed via an internal driveway located at the northwest corner of the existing valet parking lot. There is an additional curb-cut located at the southwest corner of the project site, although the driveway remains unconstructed.

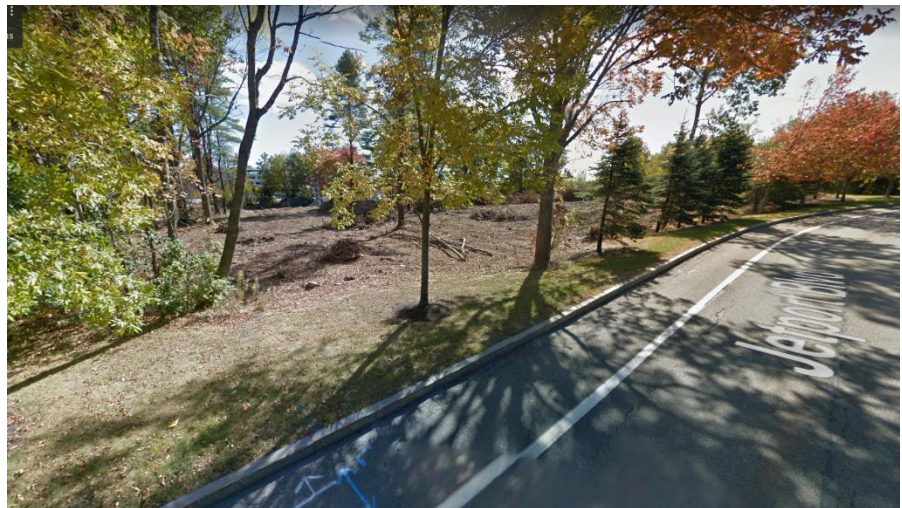


Figure 2: View of Site After Clearing

This property is zoned A-B Airport Business, and is surrounded by other properties zoned A-B. To the north of this property, across Jetport Boulevard, is a rental car facility, while properties to the south are utilized to meet various parking needs, including a cell-phone lot, short-term and long-term parking, and further valet parking. The property to the east as previously stated is a hotel while the property to the west remains undeveloped. Parking lots in the immediate vicinity, with the exception of the existing valet parking lot, are paved and striped per city standards.

V. PROPOSED DEVELOPMENT

The applicant is proposing to develop an overflow valet parking lot with space for 134 vehicles on a vacant parcel located between Jetport Boulevard and Loop Road. Access to this site will be restricted to employees of the valet parking provider, who would primarily be transporting vehicles on-site via an internal driveway that would be located at the southeast corner of the property, adjacent to the existing valet parking lot. Secondary access to the site would be provided via a new 20' foot-wide driveway constructed off of the existing curb-cut on Loop Road at the southwest corner of this property.

The proposed site plan shows a hypothetical parking scenario in conformance with city standards, with 134 standard sized parking spaces, parking aisles capped by parking islands and 24' foot-wide drive aisles. In place of a durable paving surface as required under Section 14-526(a), the city's site plan ordinance, the applicant is proposing to use reclaimed millings as a paving surface. The cover letter for this project indicates that the parking lot will not however be striped or utilized exactly as shown in the site plan, and that the site plan is only intended to provide a representation of the number of vehicles that could be parked under city standards. Given that this site would be used as an overflow lot, it is also stated in the application that it is not anticipated that this site would ever be parked to capacity.

Additional site improvements include the installation of a 6' foot chain link fence around the exterior of the site, which is intended to restrict access, and two CMP provided light poles, which would be installed at the northeast and northwest corners of the site. A grassed underdrained soil filter would constructed at the lowest point of the site along the southerly property line to facilitate on-site stormwater management.



Figure 3: Proposed Site Layout

This development triggers the Site Location of Development Act, with the City being assigned delegated review of the project by Maine DEP. While new impervious surface for this development totals just 1.06 acres, other holdings of the applicant, notably the parcel leased by Avis Rent A Car located to the north of the project site across Jetport Boulevard, bring the total of impervious surface up to 3.95 which surpasses the 3 acre threshold as stipulated under the Site Location of Development Act.

VI. PUBLIC COMMENT

As of the writing of this report, no public comment has been received by the Planning Office.

VII. RIGHT, TITLE, & INTEREST AND FINANCIAL & TECHNICAL CAPACITY

a. The owner of the property is Toye Realty Holdings, LLC, Maine limited liability company. The applicant has provided a deed for this parcel recorded with the Cumberland County Registry of Deeds on November 16, 2001.

b. The estimated cost of the development is \$141,500.00. The applicant has submitted a letter from Gorham Savings Bank, dated April 27, 2017, as demonstration of their financial and technical capacity to complete the proposed development.

VIII. ZONING ANALYSIS

The proposed overflow valet parking lot is to be located within the A-B Airport Business zone with the use 'Parking lots and garages' being a permitted use under Section 14-197.1. The development as proposed meets the applicable dimensional standards as found under Section 14-199, including minimum lot size, minimum street frontage, minimum lot width and the maximum impervious surface ratio of 70%. Under Section 14-200, Other Requirements, it states that properties in the A-B zone shall provide adequate landscaping and screening for parking. The City Arborist, Jeff Tarling, has requested that the applicant meet the Landscape Standards as listed under Section 14-526.b. Site Landscaping.

IX. DEVELOPMENT REVIEW

A. 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**

In reviewing this proposal for site access and traffic impact, the City's consulting traffic engineer, Tom Errico has stated that the development is not expected to generate a significant amount of traffic generation and would therefore not be expected to create traffic congestion or safety deficiencies. A Traffic Movement Permit is not required.

b. Construction Management Plan

A construction management plan has been submitted by the applicant for review. All the construction is proposed within the limits of the property lines. Tom Errico has reviewed the plan and is asking that the applicant coordinate with the Jetport on their construction management plan.

c. Sidewalks

The applicant is not proposing to construct or improve any sidewalks in the vicinity of this project. No waiver has yet been requested. Staff is asking the applicant to revise their plans and provide sidewalks along the property's street frontages as required under Section 14-526(a)(2)(c) in compliance with Section 1.8 of the Technical Manual regarding sidewalks.

d. Public Transit Access

The public transit requirements do not apply to this project.

e. Parking

There are no uses proposed for this site which require off-street parking. Staff have asked the applicant to consider a mixture of standard and compact parking spaces in their calculations so as to reduce the amount of impervious surface. Further, other parking lots in the immediate vicinity, including the rental car facility to the north of the project site are fully paved and striped, which staff are suggesting the applicant match.

f. Bicycle Parking

Section 14-526 (a) requires that the applicant provide two (2) bicycle spaces for every ten (10) vehicle parking spaces up to a total of 100 required parking spaces. Staff have asked the applicant to provide a formal waiver request for the project's full bicycle parking requirement but also suggests that some bicycles be accommodated in close proximity to the primary facility.

2. Environmental Quality Standards**a. Preservation of Significant Natural Features**

On-site wetlands were identified by the applicant and inadvertently impacted during clearing of the site in 2015. Requisite permits from Maine DEP and the Army Corps of Engineers were subsequently obtained for permanent impacts. Copies of these permits are included (*Attachment F*). Under site plan review, staff are also reviewing the project against applicable standards in the site plan ordinance as well as Section 14 of the Technical Manual, Standards for Local Site Location of Development Review.

b. Landscaping and Landscape Preservation

In the applicant's initial submittal, no landscaping is proposed. Given the site's visibility from Jetport Boulevard, Loop Road and other adjacent properties, the City Arborist, Jeff Tarling, has asked the applicant to provide additional visual buffering around the perimeter of the site and to comply with the Parking Lot Landscaping Standards as listed under Section 14-526.b. Site Landscaping and Section 4 of the Technical Manual (*Attachment 1*).

c. Water Quality, Storm Water Management and Erosion Control

The proposed development site measures 85,820 square feet, and of that total there is currently no impervious surface. Grades on site range from between 86' feet at the northwest corner of the site and 72' feet at the southwest corner, with a predominantly gentle slope from north to south. At present the site is undeveloped, with a mixture of exposed soil and some vegetation around the exterior. The project will result in a net increase of impervious area above 1,000 sf, with the total being brought to 46,107 square feet. As such, this project is required to include stormwater management features for stormwater quality & quantity control.

On-site stormwater will sheet flow towards a treatment area located along the southerly property line and will be intercepted by a stabilized pretreatment swale. Runoff will discharge to the under drained soil filter which provides treatment and detention per requirements of the MDEP Chapter 500 standards. This system will account for water quality treatment of 95.8% of new non-vegetated area and 93.3% of new developed area.

Under 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. Lauren Swett, P.E. with Woodard and Curran Engineering, has reviewed the plans and offers the following comments (*Attachment 1*):

General Standard:

- *The design intent of the proposed pretreatment system is unclear. The narrative makes several references to a "grassed swale", and the stormwater report references a sediment forebay; however, the proposed grading shows a bench along the upgradient edge of the underdrained soil filter. The Applicant should clarify if this bench is intended to be a depression and revise the grading as necessary. Additionally, the watershed plan indicates that surface runoff may enter the underdrained soil filter directly on either side, bypassing the pretreatment, as demonstrated by the post-development Time of Concentration flow path for subcatchment 1S. Further, since the proposed parking lot will consist of reclaimed millings rather than permanent pavement, Woodard & Curran recommends that a rock forebay be provided for pretreatment and to reduce flow velocity into the basin.*

Flooding Standard:

- *The Site Plan indicates that there are two six-inch orifices into the catch basin structure associated with the underdrained soil filter; this does not agree with what is modeled. Additionally, there are discrepancies between what is shown on the plan and what is modeled for the underdrain invert in and the piped invert out. The Applicant should revise the plan/model as needed to ensure they match.*
- *The peak elevation of the underdrained soil filter during the 25-year storm event is 72.66; based on grading, stormwater runoff will overflow and discharge south across abutting property towards Loop Road. The Applicant should revise the grading in this area to better accommodate the 25-year storm event.*
- *The Site has been modeled as Hydrologic Soil Group C; however, the soils report for the Site indicates that it contains some Hydrologic Soil Group D soils. The model should be revised to include Hydrologic Soil Group D soils.*

3. Public Infrastructure and Community Safety Standards

a. Public Safety and Fire Prevention

Keith Gautreau, Assistant Fire Chief, has reviewed the applicant's plans and finds them to be acceptable as submitted.

b. Availability and Adequate Capacity of Public Utilities

The applicant has indicated that new utility connections or infrastructure improvements are not required for this development. A new storm drain outlet is proposed that would connect the underdrained soil filter with the City's storm sewer. Lauren Swett, P.E. with Woodard and Curran has reviewed this proposal and states (*Attachment 1*):

Sheet 2 of 7 notes that the southern corner of the property was conveyed to the City of Portland; the City-owned property contains a catch basin that the applicant is proposing to connect to via the storm drain outlet from the underdrained soil filter. Stormdrain pipes are not permitted to be connected into City of Portland catch basins per the City of Portland Technical Manual, Section 2.7.8. The applicant should propose an alternate means of connection or work with the Department of Public Works to determine if the proposed approach is acceptable.

4. Site Design Standards

a. Snow and Ice Loading

The applicant has indicated that snow and ice will be stored on-site.

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 not in any historic district.

d. Exterior Lighting

The applicant states that two new cutoff light fixtures will be installed at the northeast and northwest corners of the property. Staff have asked that photometric plans be provided at the time of final plan submission.

e. Noise and Vibration

The proposed project is not anticipated to create significant noise or vibration.

f. Signage and Wayfinding

This standard does not apply to the proposal.

XII. NEXT STEPS

1. Address staff comments;
2. Address additional comments of the Planning Board;
3. Prepare final plan submission, including site plan submittal requirements as included in 14-527(f) and (g) for review by the Planning Authority and Planning Board; and
4. Hold final Planning Board Hearing.

XIII. ATTACHMENTS

PLANNING BOARD REPORT ATTACHMENTS

1. Development Review Comments
2. Woodard and Curran Memo
3. Jeff Tarling Comments
4. Keith Gautreau Comments

APPLICANT'S SUBMITTALS

- A. Cover Letter

- B. Application Forms
- C. Location Map
- D. Tax Map
- E. Right, Title and Interest
- F. Statement of State and Federal Permits
- G. Zoning Assessment
- H. Summary of Existing-Proposed Easements
- I. Waiver Requests
- J. Evidence of Financial and Technical Ability
- K. Construction Management Plan
- L. Statement of Traffic Generation
- M. Summary of Significant Natural Features
- N. Stormwater Management Plan
- O. Statement of Project Consistency with City Master Plans
- P. Ability to Serve Letters
- Q. Statement of Solid Waste Generation
- R. NFPA Fire Department Standards
- S. Assessment of Consistency with Design Standards
- T. Soils Report
- U. Site-Subdivision Plan
- V. Maine DEP Letter of Delegated Review for Site Location of Development

PLANS

- Plan 1. Existing Conditions Plan
- Plan 2. Cover Sheet
- Plan 3. Site Improvement Plan
- Plan 4. Erosion Sediment Control Plan
- Plan 5. Details Sheet I
- Plan 6. Details Sheet II
- Plan 7. Pre-Development Watershed Plan
- Plan 8. Post Development Watershed Plan

Planning and Urban Development Department Planning Division



August 4, 2017

Rob McSorley
Sebago Technics
75 John Roberts Road, Suite 1A
South Portland, ME 04106

RE: Staff Review Comments for Jetport Valet Parking Lot (2017-100)

Project Name:	Jetport Valet Parking Lot	Project ID: 2017-100)
Project Address:	Jetport Boulevard	CBL: 210A A006001
Applicant:	Rob McSorley	
Planner:	Matthew Grooms	

Dear Mr. McSorley,

Thank you for submitting a Level III Preliminary Plan application for the improvement of a site located off Jetport Boulevard for the development of a valet parking lot. This proposal is being reviewed as a preliminary plan for Planning Board approval subject to the following applicable Land Use Code provisions:

- Site Plan Ordinance, Article V
- Chapter 14, Division 11 of the Land Use Code (A-B Airport Business Zone)

Final Plan for Planning Board Review: Staff Review Comments

I. Transportation Standards

A. Traffic Engineering Comments (Tom Errico)

Comments will be distributed as soon as they are received.

II. Environmental Quality Standards

A. Stormwater/Engineering Comments (Lauren Swett)

Woodard & Curran has reviewed the Level III Site Plan Application for the proposed parking lot expansion located at the Jetport in Portland, Maine. The project will result in the creation of approximately 1.06 acres of new impervious area; a grassed underdrained soil filter is also proposed.

Documents Reviewed by Woodard & Curran

- Level III Site Plan Application and attachments, dated April 26, 2017, prepared by Sebago Technics, on behalf of Toye Realty Holdings III, LLC.
- Engineering Plans, Sheets 1-7, dated April 26, 2017, prepared by Sebago Technics, on behalf of Toye Realty Holdings III, LLC.

Comments

1. Per Section 13 of the City's Technical Manual, the Applicant is required to submit a Boundary Survey that has been Stamped by a Maine Licensed Professional Surveyor. The Existing Conditions Plan notes that it is based upon a Boundary Survey performed in 2000, and that no updated research has been performed. The Applicant should provide a Boundary Survey.
2. Sheet 2 of 7 indicates an "Encroachment Area" south of the underdrained soil filter; the Applicant should clarify what this area is.
3. Sheet 2 of 7 notes that the southern corner of the property was conveyed to the City of Portland; this City-owned property contains a catch basin that the Applicant is proposing to connect to via the storm drain outlet from the underdrained soil filter. Stormdrain pipes are not permitted to be connected into City of Portland catch basins per the City of Portland Technical Manual, Section 2.7.8. The Applicant should propose an alternate means of connection or work with the Department of Public Works to determine if the proposed approach is acceptable.
4. 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 Standard: Plans, notes, and details have been provided to address erosion and sediment control requirements, inspection and maintenance requirements, and good housekeeping practices in accordance with Appendix A, B, & C of MaineDEP Chapter 500.
 - b. General Standard: The project will result in an increase in impervious area of approximately 1.06 acres. As such, the project is required to include stormwater management features for stormwater quality control. A grassed underdrained soil filter has been proposed. The following comments should be addressed per Chapter 7.1 of Volume III of the MaineDEP Stormwater BMP Manual:
 - i. The design intent of the proposed pretreatment system is unclear. The narrative makes several references to a "grassed swale", and the stormwater report references a sediment forebay; however, the proposed grading shows a bench along the upgradient edge of the underdrained soil filter. The Applicant should clarify if this bench is intended to be a depression and revise the grading as necessary. Additionally, the watershed plan indicates that surface runoff may enter the underdrained soil filter directly on either side, bypassing the pretreatment, as demonstrated by the post-development Time of Concentration flow path for subcatchment 1S. Further, since the proposed parking lot will consist of reclaimed millings rather than permanent pavement, Woodard & Curran recommends that a rock forebay be provided for pretreatment and to reduce flow velocity into the basin.
 - c. Flooding Standard: The project will result in an increase in impervious area of approximately 1.06 acres. As such, the project is required to include stormwater

management features to control the rate or quantity of stormwater runoff from the site. The Following comments should be addressed:

- i. The Site Plan indicates that there are two six-inch orifices into the catch basin structure associated with the underdrained soil filter; this does not agree with what is modeled. Additionally, there are discrepancies between what is shown on the plan and what is modeled for the underdrain invert in and the piped invert out. The Applicant should revise the plan/model as needed to ensure they match.
- ii. The peak elevation of the underdrained soil filter during the 25-year storm event is 72.66; based on grading, stormwater runoff will overflow and discharge south across abutting property towards Loop Road. The Applicant should revise the grading in this area to better accommodate the 25-year storm event.
- iii. The Site has been modeled as Hydrologic Soil Group C; however, the soils report for the Site indicates that it contains some Hydrologic Soil Group D soils. The model should be revised to include Hydrologic Soil Group D soils.

B. Tree & Landscape Comments (Jeff Tarling)

1. Parking lots, gravel or paved shall meet the landscape standards as listed under Section 14-526 and be in compliance with Section 4 of the Technical Manual. Given that this is a substantial parking lot, it would benefit from additional trees and landscaping.

III. Site Design Standards

A. Site Plan Review Comments (Matthew Grooms)

1. The applicant shall provide a detailed description of the proposed operation, including route of access and hours of operation.
2. Will this site have controlled access? The plans show a chain link fence around the exterior, though it is stated that a portion of the fence at the southeast corner is being removed. Please clarify and elaborate.
3. Would the applicant consider reducing some of the parking spaces from standard size spaces to compact parking spaces in order to reduce disturbance and impervious surface?
4. Lighting details and photometric plan showing light trespass shall be provided.
5. All light fixtures shall be full cutoff, with no light emitted above the horizontal plane or spilled onto adjacent properties and streets. See Section 12 of the Technical Manual for more details.
6. The applicant shall provide a description of how snow storage/removal will be accommodated?
7. A context plan showing the proposed improvements in relation to the existing parking lot should be provided.
8. Given that this site is visible from Jetport Boulevard, would the applicant consider additional site buffering or landscaping?
9. In accordance with Section 14-526(a)(2)(c), sidewalks should be constructed along the property's frontage on Jetport Boulevard.

Additional Submittals Required:

Please upload the digital plans and documents to address staff comments. Upon receipt of the revised material, the City of Portland will review the additional plans and information for conformance with applicable ordinances. A Planning Board Workshop has tentatively been scheduled for August 8, 2017. As a Level III Site Plan, this project is approved by the Planning Board and the final site plans shall be either approved, approved with conditions, or denied.

If you have any questions, feel free to contact me at (207) 874-8725 or by email at mgrooms@portlandmaine.gov.

Sincerely,

Matthew Grooms
Planner

Electronic Distribution:

Tuck O'Brien, Planning Division Director
Barbara Barhydt, Development Review Services
Manager
Danielle West-Chuta, Corporation Counsel
Anne Machado, Zoning Administrator

Captain Keith Gautreau, Fire
Jeff Tarling, City Arborist
Tom Errico, P.E., TY Lin Associates
Lauren Swett, P.E., Woodard & Curran



SITE PLAN APPLICATION

**To
City of Portland
For
Valet Parking Lot
Jetport Boulevard
Portland, ME 04102**

Prepared for

Toye Realty Holdings III, LLC
P.O. Box 6285
Cape Elizabeth, ME 04107

April 2017



April 26, 2017
88125

Barbara Barhydt, Development Review Manager
City of Portland
Planning and Urban Development Department
389 Congress Street
Portland, ME 04101

**Re: Site Plan Submittal – Valet Parking Lot
Jetport Boulevard, Portland, ME, Map 210A, Lot 006A**

Dear Barbara:

On behalf of our client, Toye Realty Holdings III, LLC, we are pleased to submit the enclosed Level III Site Plan Application for the above referenced project. Toye Realty Holdings III, LLC proposes to construct a parking lot as an extension to its existing valet service at the Jetport. A stormwater management treatment system will be constructed in association with the parking lot improvements.

Existing Site

The development site is a vacant parcel of property which is a 1.97 acre tract of land on the south side of Jetport Boulevard approximately 600' east of the intersection with International Parkway Drive. The site was mostly cleared in the Fall of 2015 during which time some wetlands were inadvertently impacted. As these wetlands were isolated and their quality was marginal, permits were obtained from both the Maine Department of Environmental Protection (MDEP) and Army Corps of Engineers for permanent impacts.

Predevelopment Meetings

Late in Fall/Early Winter of 2015, we had initial meetings with the City and MDEP relative to required permitting for the project. The ultimate goal for the property is to develop with an allowed use that would be complementary to Jetport's main purpose. As the applicant currently runs a valet car service on adjacent properties, it was considered to extend the existing parking area from the adjacent property to provide for additional parking capacity until ultimate development of the parcel.

As the applicant has several adjacent adjoining properties including those of the valet service, we coordinated with Marybeth Richardson of the MDEP relative to the level of permitting required for the property. It was determined that the parcels to the south, the valet parcels which were developed before ownership by the applicant, would not count towards the 3 acre threshold for the definition of a structure under the Site Location of Development Act (SLODA). Nevertheless,

the applicant owns two properties on the north side of Jetport Boulevard. One of these parcels which was developed in late 2001, early 2002 is leased to Avis Rent A Car. As this development occurred after the applicant's ownership of the parcel, it was determined that its development (impervious) acreage, 2.89± acres, would be counted against the threshold. Accordingly, the development acre for this project, 1.06 acres, will trigger the 3 acre threshold.

In addition, a preliminary meeting was held with City staff about this time as well as a pre-application meeting in the Summer of 2016. Based upon the proposed use, it was determined that the project would not have significant impact to adjacent roadways as it would involve the trips from vehicles that would already be in the Jetport for travel purposes. In addition, although the property has frontage on Jetport Boulevard and an entrance (entrance only) has been provided off the internal Jetport loop road to this parcel, no access onto to these roadways are proposed at this time. Rather, all traffic to the parcel will access through the adjacent property of the applicant and will only be accessed by employees of the valet service. When the parcel is developed in the future, it is expected that the main access will be on Jetport Boulevard with the secondary entrance from the loop road.

As the proposed use by the valet service is intended to be a temporary use until the ultimate development of the parcel, the owner desired to provide a durable surface that also have a structural component without the cost of asphalt paving. Accordingly, there was an initial discussion with staff on the use of a fine graded gravel surface. Upon further consideration, the applicant has decided that a surface of reclaimed asphalt millings would provide a more structural surface which would be expected to bind better with the installation and compaction during the summer. As the millings are not considered a traditional pavement surface course, we have requested a waiver as part of the project submission.

Site Design

Although the project is only intended for use by the valet service, a layout of the parking area has been developed to show the maximum number of vehicles that could be temporary parked on the site. Based upon the potential for 134 vehicles, the proposed project is required to be reviewed under the Site Plan Level III process. As this area is intended for overflow for the valet service, it is not expected to be at full usage based upon the coming and goings of patrons of the service. The site has been graded to match the existing topography of the site with the grading from the parking extents on the Jetport Boulevard side of the property towards the southern property line.

Runoff from stormwater will sheet flow towards a proposed treatment area and be intercepted by a stabilized pretreatment swale. Runoff will discharge to the under drained soil filter which provides treatment and detention per requirements of the MDEP Chapter 500 Stormwater Standards and the stormwater requirements of the City. Discharge from the site will occur through a discharge structure designed to meet the water quality requirements and the pre vs post discharge limitations.

Our client is are looking forward to the continued working relationship that we have had with the City of Portland and City staff as this project moves through the Planning Board review process.

If you have any questions, relative to this submission, do not hesitate to contact me. Thank you once again for your time relative to our application.

Sincerely,

SEBAGO TECHNICS, INC.

A handwritten signature in black ink, appearing to read 'R. McSorley', written over the company name.

Robert A. McSorley, P.E.
Senior Project Manager

RAM:ram/llg
Enc.

cc: Thomas Toye

Site Plan Application

Table of Contents

Cover Letter

Section 1. Application Forms

- Site Plan Application
- Site Plan Checklist
- Letter of Authorization to Act as Agent

Section 2. Location Map

Section 3. Tax Map

Section 4. Right, Title and Interest (Deed)

Section 5. Statement of State and Federal Permits/Agency Letters

- Maine Historic Preservation Commission (MHPC)

Section 6. Zoning Assessment

Section 7. Summary of Existing/Proposed Easements

Section 8. Waiver Requests

Section 9. Evidence of Financial and Technical Ability

Section 10. Construction Management Plan

Section 11. Statement of Traffic Generation

Section 12. Summary of Significant Natural Features

Section 13. Stormwater Management Plan

Section 14. Statement of Project's Consistency with City Master Plans

Section 15. Ability to Serve Letters

- Section 16. Statement of Solid Waste Generation
- Section 17. NFPA 1/Fire Department Standards
- Section 18. Assessment of Consistency with Design Standards
- Section 19. Soils Report
- Section 20. Site/Subdivision Plans

Section 1. Application Forms

- Site Plan Application
- Site Plan Checklist
- Letter of Authorization to Act as Agent



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 sf or more except in Industrial Zones.
- New structures with a total floor area of 20,000 sf 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 sf or more (cumulatively within a 3 year period) except in Industrial Zones.
- Building addition(s) with a total floor area of 20,000 sf or more in Industrial Zones.
- A change in the use of a total floor area of 20,000 sf 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 sf of building area in any other permitted zone.
- Correctional prerelease facilities.
- Park improvements: New structures greater than 10,000 sf and/or facilities encompassing 20,000 sf. 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

p.m. (207) 874-8719

planning@portlandmaine.gov

Office Hours

Monday thru Friday

8:00 a.m. – 4:30 p.m.

PROJECT NAME:Valet Parking Lot**PROPOSED DEVELOPMENT ADDRESS:**Jetport Boulevard**PROJECT DESCRIPTION:**

The applicant is proposing to create additional parking area for an existing valet parking service at the
Portland Jetport.

CHART/BLOCK/LOT: 210A A006001 **PRELIMINARY PLAN** _____ (date)
FINAL PLAN 4/26/17 (date)

CONTACT INFORMATION:

Applicant – must be owner, Lessee or Buyer Name: Thomas A. Toye, III Business Name, if applicable: Toye Realty Holdings III LLC Address: P.O. Box 6285 City/State : Cape Elizabeth, Maine Zip Code: 04107	Applicant Contact Information Work # Home# Cell # 305-450-2552 Fax# e-mail: tttoye3@aol.com
Owner – (if different from Applicant) Name: Same as Above Address: City/State : Zip Code:	Owner Contact Information Work # Home# Cell # Fax# e-mail:
Agent/ Representative Name: Sebago Technics, Inc, c/o Robert A. McSorley, PE Address: 75 John Roberts Road, Suite 1A City/State : South Portland, ME Zip Code: 04106	Agent/Representative Contact information Work # 207-200-2074 Cell # 207-939-1809 e-mail: rmcsorley@sebagotechnics.com
Billing Information Name: Address: City/State : Zip Code:	Billing Information Work # Cell # Fax# e-mail:

Engineer Name: Sebago Technics, Inc, c/o Robert A. McSorley, PE Address: 75 John Roberts Road, Suite 1A City/State : South Portland, ME Zip Code: 04106	Engineer Contact Information Work # 207-200-2074 Cell # 207-939-1809 Fax# 207-856-2206 e-mail: rmcsorley@sebagotechnics.com
Surveyor Name: Sebago Technics, Inc, c/o Matthew W. Ek, PLS Address: Same as Above City/State : Zip Code:	Surveyor Contact Information Work # 207-200-2058 Cell # Fax# 207-856-2206 e-mail: mek@sebagotechnics.com
Architect Name: Address: City/State : Zip Code:	Architect Contact Information Work # Cell # Fax# e-mail:
Attorney Name: Address: City/State : Zip Code:	Attorney Contact Information Work # Cell # Fax# e-mail:
Designated person/person(s) for uploading to e-Plan: Name: Robert A. McSorley, P.E. e-mail: rmcsorley@sebagotechnics.com Name: e-mail: Name: e-mail:	

APPLICATION FEES:

Level III Development (check applicable reviews) ☐ Less than 50,000 sq. ft. (\$750.00) ☒ 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 300,000 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 (\$50.00 hour) • Legal Review (\$75.00 hour) Third party review is 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 = <u>200</u> ☒ Site Location (\$3,500, 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
--	--

INSTRUCTIONS FOR ELECTRONIC SUBMISSION:

Please refer to the application checklist (attached) for a detailed list of submission requirements.

1. Fill out the application completely and e-mail the **application only** to planning@portlandmaine.gov (Please be sure to designate a person who will be responsible for uploading documents and drawings.) This step will generate the project ID number for your project.
2. An invoice for the application fee will be e-mail to you. Payments can be made on-line at [Pay Your Invoice](#), by mail or in person at City Hall, 4th Floor. Please reference the Application Number when submitting your payment which is located in the upper left hand corner of the invoice.
3. The designated person responsible for uploading documents and drawings will receive an email from eplan@portlandmaine.gov with an invitation into the project. At this time, you will upload all corresponding documents and plans into the project. For first time users you will receive a temporary password which you must change on entry. Make note of your username and password for any future projects.

Reminder: Before the project can move forward, the application fee shall be paid in full and all required documents and drawings shall be uploaded into e-plan correctly.

4. Follow the link below (Applying Online Instructions) for step by step instructions on how to do the following:
Tab 1 - Setting up the appropriate compatibility settings for your PC and getting started in e-plan.
Tab 2 - Preparing your drawings, documents and photos for uploading using the correct naming conventions
Tab 3 - Preparing and uploading revised drawings and documents

[Applying Online Instructions](#)

5. When ready, upload your files and documents into the following folders:
"Application Submittal – Drawings"
"Application Submittal – Documents"

6. Once a preliminary check has been made of the submittal documents and drawings, staff will move them to permanent folders labeled Drawings and Documents. As the process evolves you will be able to log in and see markups, comments and upload revisions as requested into these folders.

APPLICANT SIGNATURE:

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.

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: 4/26/17
---	-----------------------------

PROJECT DATA

(The following information is required where applicable, in order complete the application)

Total Site Area	85,820 sq. ft.
Proposed Total Disturbed Area of the Site	79,984 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)	0 sq. ft.
Impervious Area (Total Proposed)	46,107 sq. ft.
Building Ground Floor Area and Total Floor Area	
Building Footprint (Total Existing)	0 sq. ft.
Building Footprint (Total Proposed)	Approximately 0 sq. ft.
Building Floor Area (Total Existing)	0 sq. ft.
Building Floor Area (Total Proposed)	0 sq. ft.
Zoning	
Existing	Airport Business, AB
Proposed, if applicable	N/A
Land Use	
Existing	Vacant Remaining Land
Proposed	Parking Lot
Residential, if applicable	
# of Residential Units (Total Existing)	0
# of Residential Units (Total Proposed)	0
# of Lots (Total Proposed)	0
# of Affordable Housing Units (Total Proposed)	0
Proposed Bedroom Mix	
# of Efficiency Units (Total Proposed)	0
# of One-Bedroom Units (Total Proposed)	0
# of Two-Bedroom Units (Total Proposed)	0
# of Three-Bedroom Units (Total Proposed)	0
Parking Spaces	
# of Parking Spaces (Total Existing)	0
# of Parking Spaces (Total Proposed)	134
# of Handicapped Parking Spaces (Total Proposed)	0, all valet spaces
Bicycle Parking Spaces	
# of Bicycle Spaces (Total Existing)	0
# of Bicycle Spaces (Total Proposed)	0
Estimated Cost Of Project	\$141,500.00

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 approval, if applicable.
☐	☐	1	Written assessment of proposed project's compliance with applicable zoning requirements
☐	☐	1	Summary of existing and/or proposed easements, covenants, public or private rights-of-way, or other burdens on the site
☐	☐	1	Written requests for waivers from site plan and/or technical standards, if applicable.
☐	☐	1	Evidence of financial and technical ability
☐	☐	1	Traffic analysis (may be preliminary, in nature, during the preliminary plan phase).
☐	☐	1	Written summary of significant natural features located on the site.
☐	☐	1	Written summary of project's consistency with related city master plans.
☐	☐	1	Neighborhood Meeting Material (refer to page 13 of this application.)
Applicant Checklist	Planner Checklist	# of Copies	SITE PLAN SUBMITTAL CHECKLIST
☐	☐	1	Boundary Survey meeting the requirements of Section 13 of the City of Portland 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 in accordance 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 (Optional) - 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
☒	☐	1	* Application fees
☒	☐	1	* Written description of project
☒	☐	1	* Evidence of right, title and interest.
☒	☐	1	* Evidence of state and/or Federal approval, if applicable.
☒	☐	1	* Written assessment of proposed project's specific compliance with applicable zoning requirements
☒	☐	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 ability
☒	☐	1	Construction management plan
☒	☐	1	A traffic study and other applicable transportation plans in accordance with Section 1 of the technical Manual, where applicable.
☒	☐	1	Written summary of significant natural features located on the site (Section 14-526 (b) (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 the City of Portland Design Manual.
☐	☐	1	Manufacturer's verification that HVAC and manufacturing equipment meets applicable state and federal emissions requirements. N/A

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 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;
☒	☐		Engineered construction specifications and cross-sectional drawings for all proposed driveways, paved areas, sidewalks;
☐	☐		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; N/A
☒	☐		Location of all snow storage areas and/or a snow removal plan;
☐	☐		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;
☒	☐		A stormwater management and drainage plan, in accordance with Section 5 of the Technical Manual;
☒	☐		Grading plan;
☒	☐		Ground water protection measures;
☒	☐		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; N/A
☐	☐	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; N/A
☐	☐	Location and dimensions of all existing and proposed HVAC and mechanical equipment and all proposed screening, where applicable; N/A
☐	☐	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; N/A
☒	☐	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
2. Thomas A. Toye, III (Toye Realty Holdings III LLC), P.O. Box 6285, Cape Elizabeth, ME 04107, 305-450-2552
3. Name address, telephone number of architect
N/A
4. Proposed uses of any structures [NFPA and IBC classification]
5. Vacant remaining land
6. Square footage of all structures [total and per story]
Total: 0 SF; no buildings
7. Elevation of all structures
N/A
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
Existing Hydrant adjacent to property on Jetport Boulevard.
10. Water main[s] size and location
Existing 8-inch main in Jetport Boulevard.
11. Access to all structures [min. 2 sides]
N/A
12. A code summary shall be included referencing NFPA 1 and all fire department. Technical standards.
See Section 17.

Some structures may require Fire flows using annex H of NFPA 1

CITY OF PORTLAND WASTEWATER CAPACITY APPLICATION

Department of Public Services,
55 Portland Street,
Portland, Maine 04101-2991



Bradley Roland, P.E.,
Water Resources Division

Date: February 9, 2017

1. Please, Submit Utility, Site, and Locus Plans.

Site Address: Jetport Boulevard

Chart Block Lot Number: 210A A006001

Proposed Use: Valet Parking Lot

Previous Use: Vacant remaining land

Existing Sanitary Flows: 0 GPD

Existing Process Flows: GPD

Description and location of City sewer that is to
receive the proposed building sewer lateral.

N/A

Site Category

Commercial (see part 4 below)	☒
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: TBD Phone: TBD

Owner/Developer Name: Toye Realty Holdings III LLC

Owner/Developer Address: P.O. Box 6285, Cape Elizabeth, ME 04107

Phone: 305-450-2552 Fax: E-mail: ttoye3@aol.com

Engineering Consultant Name: Sebago Technics, Inc, c/o Robert A. McSorley, PE

Engineering Consultant
Address: 75 John Roberts Road, Suite 1A, South Portland, Maine 04106-6963

Phone: 207-200-2074 Fax: 207-856-2206 E-mail: rmcsorley@sebagotechnics.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: N/A GPD

Peaking Factor/ Peak Times: N/A

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:	N/A
Size of External Grease Interceptor:	N/A
Retention Time:	N/A
Peaking Factor/ Peak Times:	N/A

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:			N/A	GPD
Do you currently hold Federal or State discharge permits?	Yes	☐	No	☐
Is the process wastewater termed categorical under CFR 40?	Yes	☐	No	☐
OSHA Standard Industrial Code (SIC):	N/A	http://www.osha.gov/oshstats/sicser.html		
Peaking Factor/Peak Process Times:	N/A			

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

Toye Realty Holdings III, LLC
P.O. Box 6285
Cape Elizabeth, ME 04107

April 26, 2017

Barbara Barhydt, Development Review Manager
City of Portland
Planning and Urban Development Department
389 Congress Street
Portland, ME 04101

Re: Site Plan Submittal – Valet Parking Lot
Jetport Boulevard, Portland, ME, Map 210A, Lot 006A

Dear Ms. Barhydt:

This letter to allow Sebago Technics, Inc. to act on my behalf as agent relative to the above referenced application.

If you have any questions, relative to this letter, do not hesitate to contact me. Thank you once for your time and consideration.

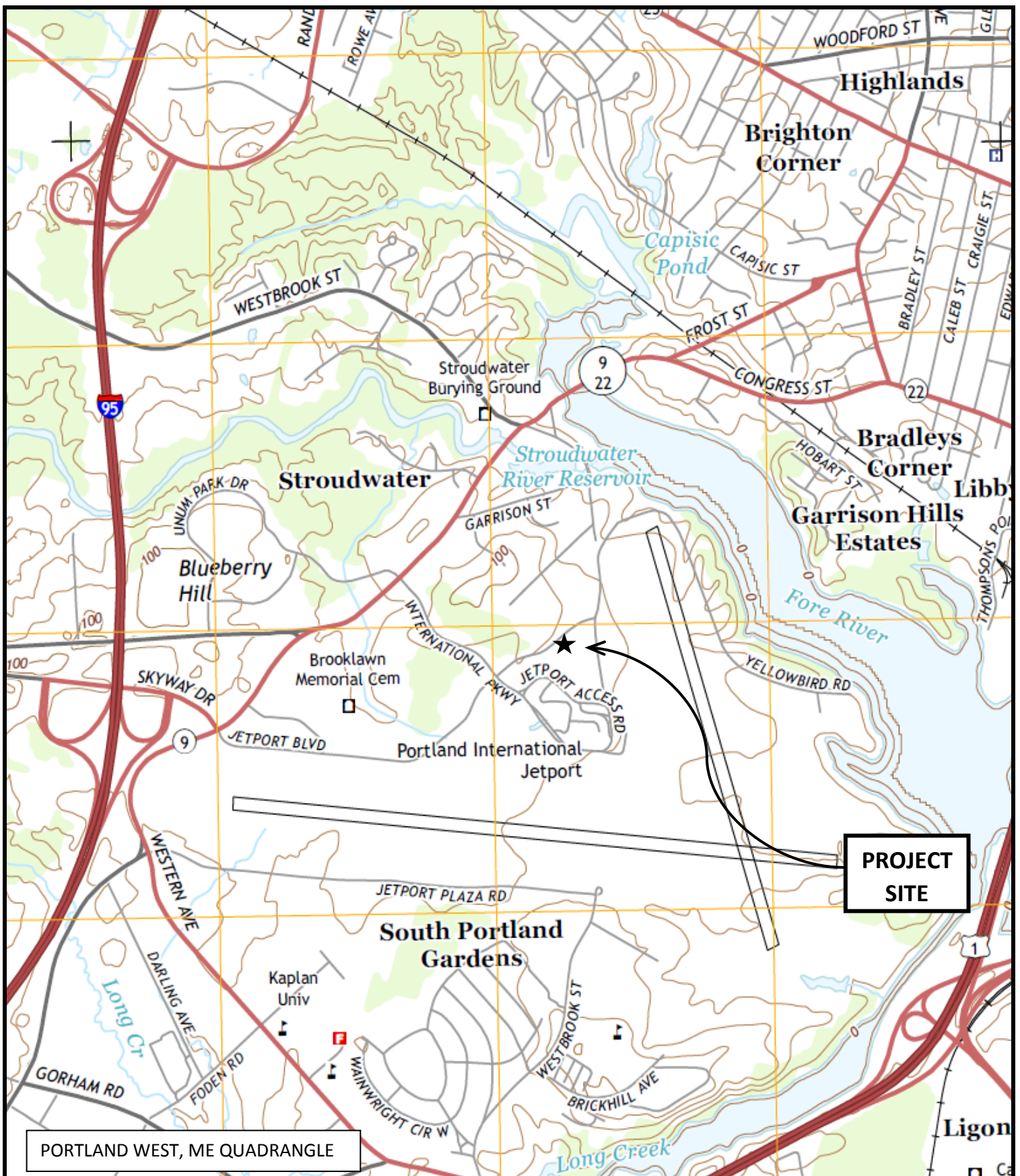
Sincerely,

TOYE REALTY HOLDINGS III, LLC

A handwritten signature in black ink, appearing to read 'Thomas A. Toye, III', written over a horizontal line.

Thomas A. Toye, III
Sole Member

Section 2. Location Map



PORTLAND WEST, ME QUADRANGLE

**PROJECT
SITE**



WWW.SEBAGOTECHNICS.COM
 75 John Roberts Rd. - Suite 1A South Portland, ME 04106 (207) 200-2100
 250 Goddard Rd. - Suite B Lewiston, ME 04240 (207) 783-5656

SITE LOCATION MAP OF VALET PARKING LOT

Project No. 88125

LOCATION:

JEPOR T BOULEVARD
PORTLAND, ME

FOR:

TOYE REALTY HOLDINGS III,
LLC

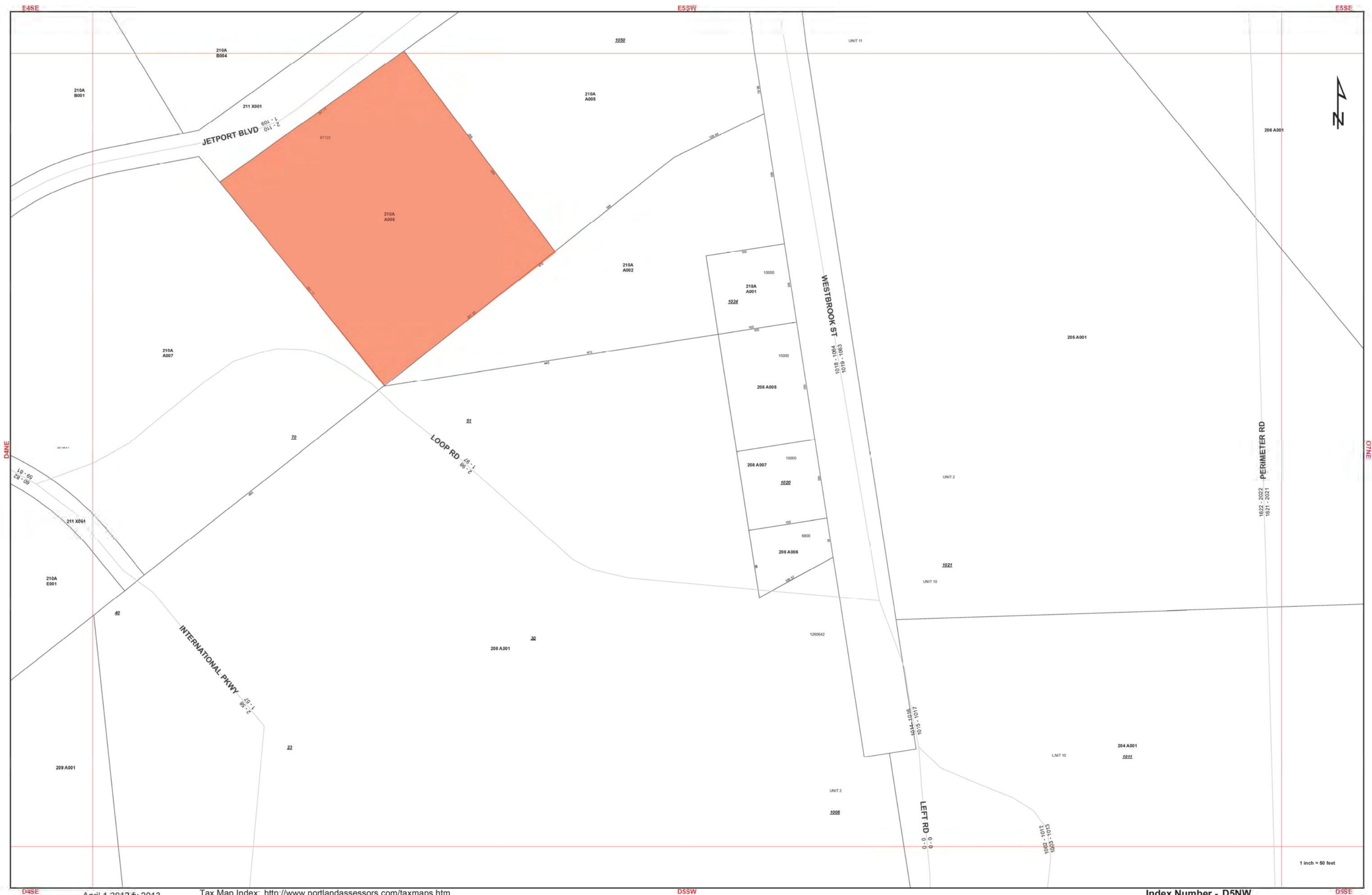
SCALE: 1"=2000'

DATE: 4/08/17

SHEET:

1 OF 1

Section 3. Tax Map



Section 4. Right, Title and Interest (Deed)

0005363

8K15976PG325

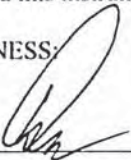
QUITCLAIM DEED WITHOUT COVENANT (RELEASE DEED)
Maine Statutory Short Form

KNOW ALL PERSONS BY THESE PRESENTS THAT **TOYE REALTY HOLDINGS, LLC**, a Maine limited liability company with a place of business in Cape Elizabeth, County of Cumberland, State of Maine, for consideration paid, **RELEASES** to **TOYE REALTY HOLDINGS III, LLC**, a Maine limited liability company with a place of business in Cape Elizabeth, County of Cumberland, State of Maine, whose mailing address is P.O. Box 266, Cape Elizabeth, Maine 04107, the land, together with any improvements thereon, located in the City of Portland, County of Cumberland and State of Maine, and being more particularly described in **Exhibit A** attached hereto and made a part hereof

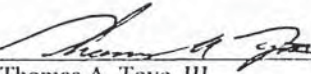
IN WITNESS WHEREOF, the said TOYE REALTY HOLDINGS, LLC has caused this instrument to be signed and sealed this 9th day of January, 2001.

WITNESS:

TOYE REALTY HOLDINGS, LLC



By:

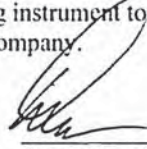


Thomas A. Toye, III
Sole Member

STATE OF MAINE
COUNTY OF CUMBERLAND

January 9, 2001

Then personally appeared before me the above named Thomas A. Toye, III, in his said capacity, and acknowledged the foregoing instrument to be his free act and deed, and the free act and deed of said limited liability company.



Attorney at Law/Notary Public
New A. Anderson
Printed Name

**EXHIBIT A
TO
RELEASE DEED**

A certain lot or parcel of land situated on the southeasterly side of a strip of land now or formerly owned by the City of Portland, said strip running southwesterly from the westerly sideline of Westbrook Street, so called, in the City of Portland, County of Cumberland, State of Maine as shown on Standard Boundary Survey of Thomas A. Toye Property, Westbrook Street, Portland, Maine for Toye Realty Holdings LLC, dated November 27, 2000 and recorded in the Cumberland County Registry of Deeds in Plan Book 201, Page 22, being more particularly bounded and described as follows:

Beginning at a 5/8 inch capped iron rebar set on the northwesterly sideline of land now or formerly owned by the City of Portland by a deed dated August 30, 1967 and recorded in said Registry of Deeds in Book 3009, Page 666, said rebar being located N 50°-10'-25" E, a distance of 25.51 feet from a found 1 1/4 inch iron pipe found 12 inches high;

Thence N 38°-04'-35" W, by and along land now or formerly owned by the City of Portland by a deed dated February 4, 1991 and recorded in said Registry of Deeds in Book 9492, Page 231, a distance of 307.77 feet to a 5/8 inch capped iron rebar set on the southeasterly sideline of land now or formerly owned by the City of Portland by a deed recorded in said Registry of Deeds in Book 13434, Page 266;

Thence N 51°-55'-25" E, by and along said land of the City of Portland, a distance of 287.17 feet to a 5/8 inch capped iron rebar set at the northwesterly corner of land now or formerly owned by Portland Jetport Title Corp. by a deed dated June 10, 1991 and recorded in said Registry of Deeds in Book 9684, Page 257;

Thence S 38°-04'-35" E, by and along said land of Portland Jetport Title Corp., a distance of 299.0 feet to a 5/8 inch capped iron rebar set on the northwesterly sideline of land now or formerly owned by Thomas A. Toye III by a deed dated November 1, 1982 and recorded in said Registry of Deeds in Book 6290, Page 27;

Thence S 50°-10'-25" W, by and along said land of Thomas Toye and land of the City of Portland, a total distance of 287.30 feet to the point of beginning.

This property is subject to any easements of record.

Meaning and intending to describe a certain lot or parcel of land containing 87,123 square feet, or 2.00 acres, more or less, and being a portion of the same property conveyed to Toye Realty Holdings, LLC by a deed of Thomas A. Toye III dated April 29, 1999 and recorded in said Registry in Book 14717, Page 316.

S:\T\Toye\Deed to Toye Realty Holdings III, LLC.DOC

RECEIVED
RECORDED REGISTRY OF DEEDS
2001 JAN 24 AM 10:15
CUMBERLAND COUNTY
John B O'Brien

QUITCLAIM DEED WITH COVENANT
Maine Statutory Short Form

KNOW ALL BY THESE PRESENTS THAT **TOYE REALTY HOLDINGS III, LLC**, a Maine limited liability company with a place of business in Cape Elizabeth, County of Cumberland, State of Maine, for consideration paid, grants to the **CITY OF PORTLAND**, a municipal corporation with a place of business at 389 Congress Street, Portland, Maine 04101 with **QUITCLAIM COVENANTS**, the land, together with any improvements thereon, situated in the City of Portland, County of Cumberland, State of Maine and being more particularly described in **Exhibit A** attached hereto and made a part hereof.

IN WITNESS WHEREOF, the said **TOYE REALTY HOLDINGS III, LLC** has caused this instrument to be signed this 16th day of November, 2001.

WITNESS:

TOYE REALTY HOLDINGS III, LLC

By

Thomas A. Toye, III
Sole Member

STATE OF MAINE
COUNTY OF CUMBERLAND

November 16 2001

Then personally appeared the above named **Thomas A. Toye, III**, in his said capacity, and acknowledged the foregoing instrument to be his free act and deed and the free act and deed of said limited liability company, before me.

Drew A. Anderson
Attorney at Law/Notary Public

Printed Name

MAINE REAL ESTATE TAX PAID

**EXHIBIT A
TO
QUITCLAIM DEED WITH COVENANT**

A certain lot or parcel of land situated on the westerly side, but not adjacent to, Westbrook Street in the City of Portland, County of Cumberland, State of Maine, being a portion of the premises depicted on a plan of land titled "Survey Plot Plan to be Conveyed for Dufresne-Henry, Inc." dated through September 21, 2001 by Sebago Technics, Inc. (the "Plan"), said parcel being more particularly bounded and described as follows:

Beginning at a point in the easterly side of land now or formerly of the City of Portland by deed recorded in the Cumberland County Registry of Deeds in Book 9492, Page 231, said point lies S 38°-07'-03" E, 227.77 feet from a capped 5/8 inch rebar;

Thence S 64°-05'-33" E, passing through land of the Grantor, a distance of 38.40 feet to a point;

Thence S 52°-10'-08" E, passing through land of the Grantor, 46.00 feet to a point in the northwesterly line of land now or formerly of Thomas A. Toye III, by deed recorded in said Registry of Deeds in Book 6290, Page 27, said point being the most northerly corner of "Area C to be Conveyed" as shown on the Plan;

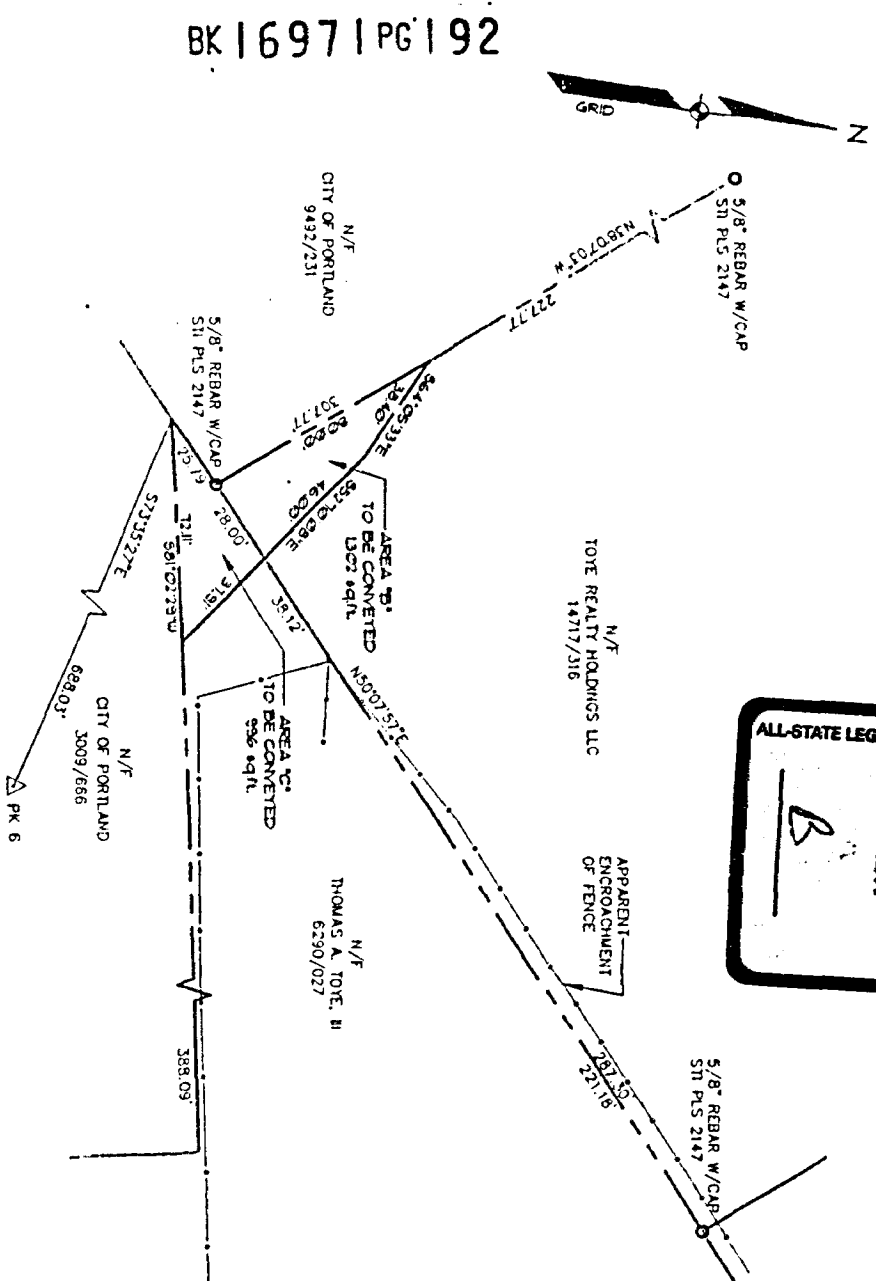
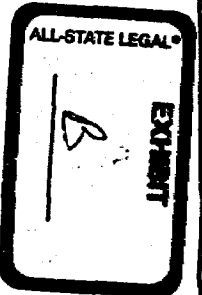
Thence S 50°-07'-57" W, by and along said "Area C to be Conveyed", a distance of 28.00 feet to a capped 5/8 inch rebar;

Thence N 38°-07'-03" W, by and along said City of Portland, a distance of 80.00 feet to the point of beginning.

Meaning and intending to describe a parcel of land containing 1,302 square feet, more or less, being "Area B to be Conveyed" as shown on the Plan.

The above-described property being a portion of the premises described in a deed to Toye Realty Holdings III, LLC from Toye Realty Holdings, LLC, dated January 8, 2001 and recorded in said Registry of Deeds in Book 15976, Page 325.

For further reference a reduced copy of the Plan is attached hereto as Exhibit B.



GENERAL NOTES

1. THE RECORD OWNER OF THE PROPERTY IS TOTE REALTY HOLDINGS LLC BY DEED RECORDED AT THE CUMBERLAND COUNTY REGISTRY OF DEEDS IN BOOK 14717 PAGE 316 AND THOMAS A. TOYE, III BY DEED RECORDED AT SAID REGISTRY IN BOOK 6290 PAGE 027.
2. THE PURPOSE OF THIS PLAN IS TO DEPICT A PROPOSED CONVEYANCE TO AN ABUTTER. THE AFOREMENTIONED ABUTTER BEING THE CITY OF PORTLAND.
3. PLAN REFERENCES:
 - A) PHASE I PARKING GARAGE PORTLAND INTERNATIONAL AIRPORT GENERAL LAYOUT PLAN DATED DECEMBER 15, 2000 BY DUFRESNE-HENRY.
 - B) SITE PLAN OF THIRTY CAR RENTAL DATED THROUGH MARCH 19, 1996 BY SEBAGO TECHNIQS, INC.
 - C) STANDARD BOUNDARY SURVEY OF APEX, INC. PROPERTY DATED MARCH 1, 1995 BY SEBAGO TECHNIQS, INC.
4. THIS PLAN IS BASED UPON A STANDARD BOUNDARY SURVEY PERFORMED IN CONFORMANCE WITH THE STATE OF MAINE BOARD OF LICENSURE FOR PROFESSIONAL LAND SURVEYORS CATEGORY I, CONDITION II WITH THE EXCEPTIONS THAT NO UPDATED RESEARCH HAS BEEN PERFORMED, NO REPORT OF SURVEY HAS BEEN PREPARED AND NO NEW MONUMENTATION HAS BEEN PROPOSED.
5. THIS PLAN IS SUBJECT TO CHANGE UPON RECEIPT AND REVIEW OF A TITLE COMMITMENT.

LEGEND

EXISTING	DESCRIPTION	PROPOSED
○	PROPERTY/ROW	---
○	IRON PIPE/ROD	---
○	CI/LI	---
○	CURVE/LINE NO.	CI / LI
△	CHAIN LINK FENCE	---
△	PK BY OTHERS	---

REV: A	DCS	9-21-01	REVISED PER CLIENT MODIFICATIONS
BY:	DATE:	STATUS:	
Sebago Technics Engineering & Planning for the future One Chobol Street Westbrook, Me 04098-1339 Tel (207) 856-0277			
SURVEY PLOT PLAN OF: LAND TO BE CONVEYED WESTBROOK STREET PORTLAND, MAINE FOR: DUFRESNE-HENRY, INC. CONSULTING ENGINEERS PORTLAND ME 04101			
DESIGN BY:	DCS		
CHECKED BY:	DED		
DATE:	3-07-01		
SCALE:	1"=40'		
FIELD BK:	245&487		
PROJ. NO:	01045EC		
DRAWING:	01045EC1		
SHEET	OF		

09/24/2001

RECEIVED
RECORDED REGISTRY OF DEEDS

2001 NOV 19 AM 11:27

CUMBERLAND COUNTY

John B. O'Brien

Section 5. Statement of State and Federal Permits/Agency Letters

- Maine Historic Preservation Commission (MHPC)

Statement of State and Federal Permits

The proposed project will create approximately 1.06 acre of non-vegetated surface. As this property is owned, maintained and/or to found to be in common scheme with other adjacent properties and adjacent properties owned by the applicant have been developed and contain 2.9± acres of impervious area, it has been determined that this project is subject to the State of Maine Site Location of Development Act Law (SLODA). SLODA Review of the project will be completed by the City under delegated review.

The project will also need to submit for coverage under the Maine General Construction Permit (MCGP), draft enclosed.

The project previously obtained permits for wetland impacts; copies of the permits are enclosed.

The lot is in a disturbed condition and is not suitable habitat for endangered species or rare plant species. No buildings older than 50 years old exist with the impact area for project; however, a review of the property has been requested of the Maine Historical Preservation Commission.

NOTICE OF INTENT TO COMPLY WITH MAINE CONSTRUCTION GENERAL PERMIT

PLEASE TYPE OR PRINT IN BLACK INK ONLY

Name of Applicant (Owner):	Toye Realty Holdings III, LLC	Applicant Mailing Address:	P.O. Box 6285		
Town/City:	Cape Elizabeth	State:	ME	Zip Code:	04107
Daytime phone: (with area code)	305-450-2552	Email if available:	tttoye3@aol.com	Name of Agent:	Sebago Technics, Inc.
Project Location: (Town/City):	Portland	UTM Northing: (if known)	4833878.20	UTM Easting: (if known)	394209.83
Map #:	210A	Lot #:	A006001	Size of disturbed area proposed:	1.80 ac.
Creating a common plan of development or sale?		Yes ☐	No ☒	Part of a larger project?	
				Yes ☐	No ☒
Name of waterbody(ies) to which the disturbed area drains, or name municipality if drains to an MS4:			Fore River/Casco Bay		
Does site drain to an Impaired Waterbody (C)? If so, give name:		N/A			
Detailed directions to site, including address if available:		From I-95, take exit 46 and go east on Skyway Drive. Continue through intersection with Johnson Road and proceed onto Jetport Boulevard. Continue through intersection with International Parkway Drive; project will be 600 feet from intersection on right side of roadway.			
Description of project and its purpose:		The construction of a parking lot for a valet service			

I am filing notice of my intent to carry out work which meets the requirements of the Construction General Permit (effective 3/10/03). I have a copy of the Construction General Permit. I have read and will comply with all of the standards. I have attached all the required submittals. *Notification forms cannot be accepted without the necessary attachments.*

- ☒ ALL: A check (non-refundable) made payable to: "Treasurer, State of Maine." **See DEP fee schedule for correct fee.** You must know # of acres being permitted to determine the fee.
- ☒ ALL: A U.S.G.S. topo map or Maine Atlas & Gazetteer map with the project site clearly marked.
- ☒ ALL: Drawing of the proposed activity (site plan).
- ☒ ALL: An ESC plan.
- ☐ IF this form is not being signed by the landowner or lessee of the property, attach documentation showing authorization to sign.
- ☐ IF any construction activity will occur in essential habitat, attach written approval from the Dept. of Inland Fisheries & Wildlife.

I authorize staff of the Departments of Environmental Protection to access the project site for the purpose of determining compliance with the general permit. I also understand that **this permit is not valid until approved by the Department or 14 days after receipt by the Department, whichever is less.**

Signature of Applicant:		Date:	4/14/17
-------------------------	--	-------	---------

Keep the bottom copy as a record of permit. Send the form with attachments via certified mail to the Maine Dept. of Environmental Protection at the appropriate regional office. The DEP will send a copy to the Town Office as evidence of the DEP's receipt of notification. No further authorization by DEP will be issued after receipt of notice. Check with DEP Staff to determine the expiration date on this permit. **Work carried out in violation of any standard is subject to enforcement action.**

OFFICE USE ONLY	Ck.#		Staff	Staff	
NOI #	FP	Date	Acc. Date	Def. Date	
					After Photos



STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



PAUL R. LEPAGE
GOVERNOR

PAUL MERCER
COMMISSIONER

March 2016

Toye Realty Holdings III, LLC
Attn: Thomas Toye
PO Box 6285
Cape Elizabeth, ME 04107

RE: Natural Resources Protection Act After-the-Fact Tier 1 Application, Portland
DEP #L-26841-TC-A-N

Dear Mr. Toye:

Please find enclosed a signed copy of your Department of Environmental Protection land use permit. You will note that the permit includes a description of your project, findings of fact that relate to the approval criteria the Department used in evaluating your project, and conditions that are based on those findings and the particulars of your project. Please take several moments to read your permit carefully, paying particular attention to the conditions of the approval. The Department reviews every application thoroughly and strives to formulate reasonable conditions of approval within the context of the Department's environmental laws. You will also find attached some materials that describe the Department's appeal procedures for your information.

If you have any questions about the permit or thoughts on how the Department processed this application please get in touch with me directly. I can be reached at (207) 523-9807 or by e-mail at david.cherry@maine.gov.

Sincerely,

David Cherry, Project Manager
Bureau of Land Resources

pc: File

AUGUSTA
17 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0017
(207) 287-7688 FAX: (207) 287-7826

BANGOR
106 HOGAN ROAD, SUITE 6
BANGOR, MAINE 04401
(207) 941-4570 FAX: (207) 941-4584

PORTLAND
312 CANCO ROAD
PORTLAND, MAINE 04103
(207) 822-6300 FAX: (207) 822-6303

PRESQUE ISLE
1235 CENTRAL DRIVE, SKYWAY PARK
PRESQUE ISLE, MAINE 04769
(207) 764-0477 FAX: (207) 760-3143



STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION
17 STATE HOUSE STATION AUGUSTA, MAINE 04333-0017

DEPARTMENT ORDER

IN THE MATTER OF

TOYE REALTY HOLDINGS III, LLC) NATURAL RESOURCES PROTECTION ACT
Portland, Cumberland County) FRESHWATER WETLAND ALTERATION
GRAVEL PARKING LOT) WATER QUALITY CERTIFICATION
L-26841-TC-A-N (after-the-fact approval)) FINDINGS OF FACT AND ORDER

Project Description: The applicant seeks after-the-fact approval for the alteration of 10,780 square feet of forested freshwater wetland. The applicant had begun construction of a parking lot at the Portland International Jetport by removing the trees and other vegetation on the parcel and stockpiling fill material. The project is shown on a plan titled "Site Layout Plan," prepared by Sebago Technics, and dated February 19, 2016. The applicant has avoided and minimized wetland impacts to the greatest extent practicable by utilizing the entire upland portion of the lot. The parking lot is the minimum size necessary to maintain the existing business. Due to the location of the wetlands and the location of an existing stormwater management structure, impacts to the wetlands are unavoidable. According to the Department's Geographic Information System, there are no mapped essential or significant wildlife habitats associated with the project site. The proposed project is located on Jetport Boulevard in the City of Portland.

Permit for:	☒ Tier 1
DEP Decision:	☒ Approved ☐ Denied (see attached letter)
CORPS Action:	☒ The Corps has been notified of your application. The following are subject to Federal screening: (1) projects with previously authorized or unauthorized work, in combination with a Tier 1 permit for a single and complete project, which total more than 15,000 square feet of altered area; (2) projects with multiple state permits and/or state exemptions which apply to a single and complete project that total more than 15,000 square feet of altered area; and (3) projects that may impact a vernal pool, as determined by the State of Maine or the Corps. If your activity is listed above, <i>Corps approval is required for your project</i> . For information regarding the status of your application contact the Corps' Maine Project Office at (207) 623-8367.

Standard Conditions:

- 1) If construction or operation of the activity is not begun within four (4) years from the date signed, this permit shall lapse and the applicant shall reapply to the Department for a new permit. This permit is transferable only with prior approval from the Department. If the activity is associated with a larger project, starting any aspect of that project constitutes start of construction.
- 2) The project shall be completed according to the plans in the application. Any change in the project plans must be reviewed and approved by the Department.
- 3) Properly installed erosion control measures shall be installed prior to beginning the project, and all disturbed soil should be stabilized immediately upon project completion.

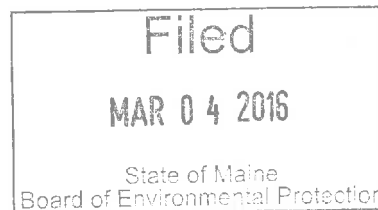
- 4) A copy of this approval will be sent to the City of Portland. Department approval of your activity does not supersede or substitute the need for any necessary local approvals.

THIS APPROVAL DOES NOT CONSTITUTE OR SUBSTITUTE FOR ANY OTHER REQUIRED STATE, FEDERAL OR LOCAL APPROVALS NOR DOES IT VERIFY COMPLIANCE WITH ANY APPLICABLE SHORELAND ZONING ORDINANCES.

DONE AND DATED IN AUGUSTA, MAINE, THIS 3RD DAY OF MARCH, 2016.

DEPARTMENT OF ENVIRONMENTAL PROTECTION

BY: Mah Byron
For: Paul Mercer, Commissioner



PLEASE NOTE THE ATTACHED SHEET FOR GUIDANCE ON APPEAL PROCEDURES.

DC/L26841AN/ATS#80168



Natural Resources Protection Act (NRPA) Standard Conditions

THE FOLLOWING STANDARD CONDITIONS SHALL APPLY TO ALL PERMITS GRANTED UNDER THE NATURAL RESOURCES PROTECTION ACT, 38 M.R.S.A. § 480-A ET SEQ., UNLESS OTHERWISE SPECIFICALLY STATED IN THE PERMIT.

- A. Approval of Variations From Plans. The granting of this permit is dependent upon and limited to the proposals and plans contained in the application and supporting documents submitted and affirmed to by the applicant. Any variation from these plans, proposals, and supporting documents is subject to review and approval prior to implementation.
- B. Compliance With All Applicable Laws. The applicant shall secure and comply with all applicable federal, state, and local licenses, permits, authorizations, conditions, agreements, and orders prior to or during construction and operation, as appropriate.
- C. Erosion Control. The applicant shall take all necessary measures to ensure that his activities or those of his agents do not result in measurable erosion of soils on the site during the construction and operation of the project covered by this Approval.
- D. Compliance With Conditions. Should the project be found, at any time, not to be in compliance with any of the Conditions of this Approval, or should the applicant construct or operate this development in any way other the specified in the Application or Supporting Documents, as modified by the Conditions of this Approval, then the terms of this Approval shall be considered to have been violated.
- E. Time frame for approvals. If construction or operation of the activity is not begun within four years, this permit shall lapse and the applicant shall reapply to the Board for a new permit. The applicant may not begin construction or operation of the activity until a new permit is granted. Reapplications for permits may include information submitted in the initial application by reference. This approval, if construction is begun within the four-year time frame, is valid for seven years. If construction is not completed within the seven-year time frame, the applicant must reapply for, and receive, approval prior to continuing construction.
- F. No Construction Equipment Below High Water. No construction equipment used in the undertaking of an approved activity is allowed below the mean high water line unless otherwise specified by this permit.
- G. Permit Included In Contract Bids. A copy of this permit must be included in or attached to all contract bid specifications for the approved activity.
- H. Permit Shown To Contractor. Work done by a contractor pursuant to this permit shall not begin before the contractor has been shown by the applicant a copy of this permit.

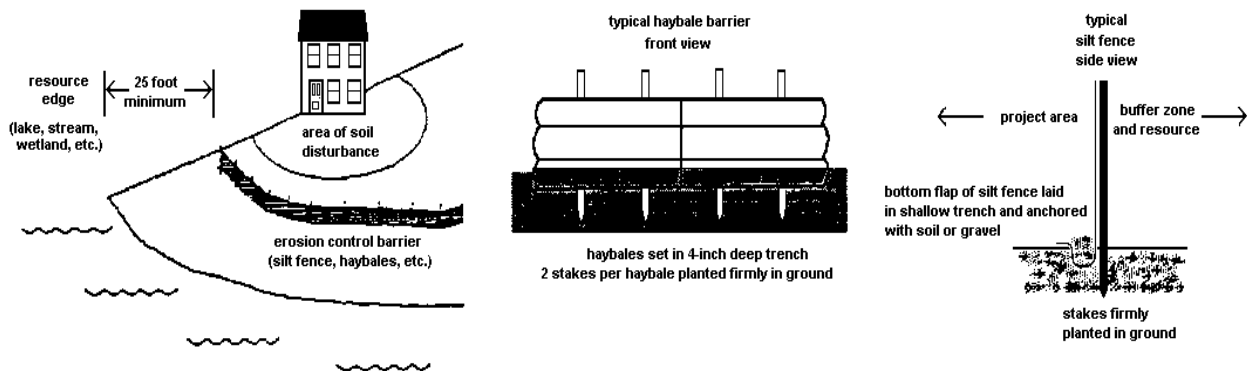


STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION
 17 STATE HOUSE STATION, AUGUSTA, MAINE 04333

Erosion Control for Homeowners

Before Construction

1. If you have hired a contractor, make sure you discuss your permit with them. Talk about what measures they plan to take to control erosion. Everybody involved should understand what the resource is, and where it is located. Most people can identify the edge of a lake or river. However, the edges of wetlands are often not so obvious. Your contractor may be the person actually pushing dirt around, but you are both responsible for complying with the permit.
2. Call around to find where erosion control materials are available. Chances are your contractor has these materials already on hand. You probably will need silt fence, hay bales, wooden stakes, grass seed (or conservation mix), and perhaps filter fabric. Places to check for these items include farm & feed supply stores, garden & lawn suppliers, and landscaping companies. It is not always easy to find hay or straw during late winter and early spring. It also may be more expensive during those times of year. Plan ahead -- buy a supply early and keep it under a tarp.
3. Before any soil is disturbed, make sure an erosion control barrier has been installed. The barrier can be either a silt fence, a row of staked hay bales, or both. Use the drawings below as a guide for correct installation and placement. The barrier should be placed as close as possible to the soil-disturbance activity.
4. If a contractor is installing the erosion control barrier, double check it as a precaution. Erosion control barriers should be installed "on the contour", meaning at the same level or elevation across the land slope, whenever possible. This keeps stormwater from flowing to the lowest point along the barrier where it can build up and overflow or destroy the barrier.



During Construction

1. Use lots of hay or straw mulch on disturbed soil. The idea behind mulch is to prevent rain from striking the soil directly. It is the force of raindrops hitting the bare ground that makes the soil begin to move downslope with the runoff water, and cause erosion. More than 90% of erosion is prevented by keeping the soil covered.
2. Inspect your erosion control barriers frequently. This is especially important after a rainfall. If there is muddy water leaving the project site, then your erosion controls are not working as intended. You or your contractor then need to figure out what can be done to prevent more soil from getting past the barrier.

3. Keep your erosion control barrier up and maintained until you get a good and healthy growth of grass and the area is permanently stabilized.

After Construction

1. After your project is finished, seed the area. Note that all ground covers are not equal. For example, a mix of creeping red fescue and Kentucky bluegrass is a good choice for lawns and other high-maintenance areas. But this same seed mix is a poor selection for stabilizing a road shoulder or a cut bank that you don't intend to mow. Your contractor may have experience with different seed mixes, or you might contact a seed supplier for advice.
2. Do not spread grass seed after September 15. There is the likelihood that germinating seedlings could be killed by a frost before they have a chance to become established. Instead, mulch the area with a thick layer of hay or straw. In the spring, rake off the mulch and then seed the area. Don't forget to mulch again to hold in moisture and prevent the seed from washing away or being eaten by birds or other animals.
3. Keep your erosion control barrier up and maintained until you get a good and healthy growth of grass and the area is permanently stabilized.

Why Control Erosion?

To Protect Water Quality

When soil erodes into protected resources such as streams, rivers, wetlands, and lakes, it has many bad effects. Eroding soil particles carry phosphorus to the water. An excess of phosphorus can lead to explosions of algae growth in lakes and ponds called blooms. The water will look green and can have green slime in it. If you are near a lake or pond, this is not pleasant for swimming, and when the soil settles out on the bottom, it smothers fish eggs and small animals eaten by fish. There many other effects as well, which are all bad.

To Protect the Soil

It has taken thousands of years for our soil to develop. Its usefulness is evident all around us, from sustaining forests and growing our garden vegetables, to even treating our septic wastewater! We cannot afford to waste this valuable resource.

To Save Money (\$\$)

Replacing topsoil or gravel washed off your property can be expensive. You end up paying twice because State and local governments wind up spending your tax dollars to dig out ditches and storm drains that have become choked with sediment from soil erosion.



DEP INFORMATION SHEET

Appealing a Department Licensing Decision

Dated: March 2012

Contact: (207) 287-2811

SUMMARY

There are two methods available to an aggrieved person seeking to appeal a licensing decision made by the Department of Environmental Protection's ("DEP") Commissioner: (1) in an administrative process before the Board of Environmental Protection ("Board"); or (2) in a judicial process before Maine's Superior Court. An aggrieved person seeking review of a licensing decision over which the Board had original jurisdiction may seek judicial review in Maine's Superior Court.

A judicial appeal of final action by the Commissioner or the Board regarding an application for an expedited wind energy development (35-A M.R.S.A. § 3451(4)) or a general permit for an offshore wind energy demonstration project (38 M.R.S.A. § 480-HH(1)) or a general permit for a tidal energy demonstration project (38 M.R.S.A. § 636-A) must be taken to the Supreme Judicial Court sitting as the Law Court.

This INFORMATION SHEET, in conjunction with a review of the statutory and regulatory provisions referred to herein, can help a person to understand his or her rights and obligations in filing an administrative or judicial appeal.

I. ADMINISTRATIVE APPEALS TO THE BOARD

LEGAL REFERENCES

The laws concerning the DEP's *Organization and Powers*, 38 M.R.S.A. §§ 341-D(4) & 346, the *Maine Administrative Procedure Act*, 5 M.R.S.A. § 11001, and the DEP's *Rules Concerning the Processing of Applications and Other Administrative Matters* ("Chapter 2"), 06-096 CMR 2 (April 1, 2003).

HOW LONG YOU HAVE TO SUBMIT AN APPEAL TO THE BOARD

The Board must receive a written appeal within 30 days of the date on which the Commissioner's decision was filed with the Board. Appeals filed after 30 calendar days of the date on which the Commissioner's decision was filed with the Board will be rejected.

HOW TO SUBMIT AN APPEAL TO THE BOARD

Signed original appeal documents must be sent to: Chair, Board of Environmental Protection, c/o Department of Environmental Protection, 17 State House Station, Augusta, ME 04333-0017; faxes are acceptable for purposes of meeting the deadline when followed by the Board's receipt of mailed original documents within five (5) working days. Receipt on a particular day must be by 5:00 PM at DEP's offices in Augusta; materials received after 5:00 PM are not considered received until the following day. The person appealing a licensing decision must also send the DEP's Commissioner a copy of the appeal documents and if the person appealing is not the applicant in the license proceeding at issue the applicant must also be sent a copy of the appeal documents. All of the information listed in the next section must be submitted at the time the appeal is filed. Only the extraordinary circumstances described at the end of that section will justify evidence not in the DEP's record at the time of decision being added to the record for consideration by the Board as part of an appeal.

WHAT YOUR APPEAL PAPERWORK MUST CONTAIN

Appeal materials must contain the following information at the time submitted:

1. *Aggrieved Status.* The appeal must explain how the person filing the appeal has standing to maintain an appeal. This requires an explanation of how the person filing the appeal may suffer a particularized injury as a result of the Commissioner's decision.
2. *The findings, conclusions or conditions objected to or believed to be in error.* Specific references and facts regarding the appellant's issues with the decision must be provided in the notice of appeal.
3. *The basis of the objections or challenge.* If possible, specific regulations, statutes or other facts should be referenced. This may include citing omissions of relevant requirements, and errors believed to have been made in interpretations, conclusions, and relevant requirements.
4. *The remedy sought.* This can range from reversal of the Commissioner's decision on the license or permit to changes in specific permit conditions.
5. *All the matters to be contested.* The Board will limit its consideration to those arguments specifically raised in the written notice of appeal.
6. *Request for hearing.* The Board will hear presentations on appeals at its regularly scheduled meetings, unless a public hearing on the appeal is requested and granted. A request for public hearing on an appeal must be filed as part of the notice of appeal.
7. *New or additional evidence to be offered.* The Board may allow new or additional evidence, referred to as supplemental evidence, to be considered by the Board in an appeal only when the evidence is relevant and material and that the person seeking to add information to the record can show due diligence in bringing the evidence to the DEP's attention at the earliest possible time in the licensing process or that the evidence itself is newly discovered and could not have been presented earlier in the process. Specific requirements for additional evidence are found in Chapter 2.

OTHER CONSIDERATIONS IN APPEALING A DECISION TO THE BOARD

1. *Be familiar with all relevant material in the DEP record.* A license application file is public information, subject to any applicable statutory exceptions, made easily accessible by DEP. Upon request, the DEP will make the material available during normal working hours, provide space to review the file, and provide opportunity for photocopying materials. There is a charge for copies or copying services.
2. *Be familiar with the regulations and laws under which the application was processed, and the procedural rules governing your appeal.* DEP staff will provide this information on request and answer questions regarding applicable requirements.
3. *The filing of an appeal does not operate as a stay to any decision.* If a license has been granted and it has been appealed the license normally remains in effect pending the processing of the appeal. A license holder may proceed with a project pending the outcome of an appeal but the license holder runs the risk of the decision being reversed or modified as a result of the appeal.

WHAT TO EXPECT ONCE YOU FILE A TIMELY APPEAL WITH THE BOARD

The Board will formally acknowledge receipt of an appeal, including the name of the DEP project manager assigned to the specific appeal. The notice of appeal, any materials accepted by the Board Chair as supplementary evidence, and any materials submitted in response to the appeal will be sent to Board members with a recommendation from DEP staff. Persons filing appeals and interested persons are notified in advance of the date set for Board consideration of an appeal or request for public hearing. With or without holding a public hearing, the Board may affirm, amend, or reverse a Commissioner decision or remand the matter to the Commissioner for further proceedings. The Board will notify the appellant, a license holder, and interested persons of its decision.

II. JUDICIAL APPEALS

Maine law generally allows aggrieved persons to appeal final Commissioner or Board licensing decisions to Maine's Superior Court, see 38 M.R.S.A. § 346(1); 06-096 CMR 2; 5 M.R.S.A. § 11001; & M.R. Civ. P 80C. A party's appeal must be filed with the Superior Court within 30 days of receipt of notice of the Board's or the Commissioner's decision. For any other person, an appeal must be filed within 40 days of the date the decision was rendered. Failure to file a timely appeal will result in the Board's or the Commissioner's decision becoming final.

An appeal to court of a license decision regarding an expedited wind energy development, a general permit for an offshore wind energy demonstration project, or a general permit for a tidal energy demonstration project may only be taken directly to the Maine Supreme Judicial Court. See 38 M.R.S.A. § 346(4).

Maine's Administrative Procedure Act, DEP statutes governing a particular matter, and the Maine Rules of Civil Procedure must be consulted for the substantive and procedural details applicable to judicial appeals.

ADDITIONAL INFORMATION

If you have questions or need additional information on the appeal process, for administrative appeals contact the Board's Executive Analyst at (207) 287-2452 or for judicial appeals contact the court clerk's office in which your appeal will be filed.

Note: The DEP provides this INFORMATION SHEET for general guidance only; it is not intended for use as a legal reference. Maine law governs an appellant's rights.



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
NEW ENGLAND DISTRICT, CORPS OF ENGINEERS
696 VIRGINIA ROAD
CONCORD, MASSACHUSETTS 01742-2751

**MAINE GENERAL PERMIT (GP)
AUTHORIZATION LETTER AND SCREENING SUMMARY**

Toye Realty Holdings III, LLC
c/o Thomas Toye
P.O. Box 6285
Cape Elizabeth, ME 04107

CORPS PERMIT # NAE-2016-01301
CORPS PGP ID# Non-screen
STATE ID# L-

DESCRIPTION OF WORK:

place fill in 10,780 SF (.24 acres) of wetland in conjunction with the development of a gravel surface parking lot for an existing
valet parking service at the Portland Jetport off Jetport Boulevard Portland, Maine as shown on the attached plans entitled
Wetland Impact Plan of Toye Realty Holdings III, LLC Jetport Boulevard Portland, Maine for Thomas Toye by Sebago Technics in
1 sheet. See Attached Conditions:

LAT/LONG COORDINATES : 43.65015° N 70.31150° W USGS QUAD: ME- Portland West

I. CORPS DETERMINATION:

Based on our review of the information you provided, we have determined that your project will have only minimal individual and cumulative impacts on waters and wetlands of the United States. Your work is therefore authorized by the U.S. Army Corps of Engineers under the enclosed Federal Permit, the Maine General Permit (GP). Accordingly, we do not plan to take any further action on this project.

You must perform the activity authorized herein in compliance with all the terms and conditions of the GP [including any attached Additional Conditions and any conditions placed on the State 401 Water Quality Certification including any required mitigation]. Please review the enclosed GP carefully, including the GP conditions beginning on page 5, to familiarize yourself with its contents. You are responsible for complying with all of the GP requirements; therefore you should be certain that whoever does the work fully understands all of the conditions. You may wish to discuss the conditions of this authorization with your contractor to ensure the contractor can accomplish the work in a manner that conforms to all requirements.

If you change the plans or construction methods for work within our jurisdiction, please contact us immediately to discuss modification of this authorization. This office must approve any changes before you undertake them.

Condition 41 of the GP (page 18) provides one year for completion of work that has commenced or is under contract to commence prior to the expiration of the GP on October 12, 2015. You will need to apply for reauthorization for any work within Corps jurisdiction that is not completed by October 12, 2016.

This authorization presumes the work shown on your plans noted above is in waters of the U.S. Should you desire to appeal our jurisdiction, please submit a request for an approved jurisdictional determination in writing to the undersigned.

No work may be started unless and until all other required local, State and Federal licenses and permits have been obtained. **This includes but is not limited to a Flood Hazard Development Permit issued by the town if necessary.**

II. STATE ACTIONS: PENDING [] , ISSUED [X] , DENIED [] DATE: _____

APPLICATION TYPE: PBR: _____, TIER 1: X, TIER 2: _____, TIER 3: _____, LURC: _____, DMR LEASE: _____, NA: _____

III. FEDERAL ACTIONS:

JOINT PROCESSING MEETING: N/A LEVEL OF REVIEW: CATEGORY 1: X CATEGORY 2: _____

AUTHORITY (Based on a review of plans and/or State/Federal applications): SEC 10 _____, 404 X 10/404 _____, 103 _____

EXCLUSIONS: The exclusionary criteria identified in the general permit do not apply to this project.

FEDERAL RESOURCE AGENCY OBJECTIONS: EPA NO, USF&WS NO, NMFS NO

If you have any questions on this matter, please contact my staff at 207-623-8367 at our Manchester, Maine Project Office. In order for us to better serve you, we would appreciate your completing our Customer Service Survey located at <http://per2.nwp.usace.army.mil/survey.html>

Rodney A. Howe
RODNEY A. HOWE
SENIOR PROJECT MANAGER
MAINE PROJECT OFFICE

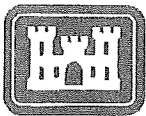
Frank J. Del Giudice 15 JUN 2016
FRANK J. DEL GIUDICE DATE
CHIEF, PERMITS & ENFORCEMENT BRANCH
REGULATORY DIVISION



**US Army Corps
of Engineers ®**
New England District

**PLEASE NOTE THE FOLLOWING GENERAL CONDITIONS FOR
DEPARTMENT OF THE ARMY
GENERAL PERMIT
NO. NAE-2016-01301**

1. The permittee shall assure that a copy of this permit is at the work site whenever work is being performed and that all personnel performing work at the site of the work authorized by this permit are fully aware of the terms and conditions of the permit. This permit, including its drawings and any appendices and other attachments, shall be made a part of any and all contracts and sub-contracts for work which affects areas of Corps of Engineers' jurisdiction at the site of the work authorized by this permit. This shall be done by including the entire permit in the specifications for the work. If the permit is issued after construction specifications but before receipt of bids or quotes, the entire permit shall be included as an addendum to the specifications. The term "entire permit" includes permit amendments. Although the permittee may assign various aspects of the work to different contractors or sub-contractors, all contractors and sub-contractors shall be obligated by contract to comply with all environmental protection provisions of the entire permit, and no contract or sub-contract shall require or allow unauthorized work in areas of Corps of Engineers jurisdiction.
2. This authorization requires you to 1) notify us before beginning work so we may inspect the project, and 2) submit a Compliance Certification Form. You must complete and return the enclosed Work Start Notification Form(s) to this office at least two weeks before the anticipated starting date. You must complete and return the enclosed Compliance Certification Form within one month following the completion of the authorized work.
3. Please note General Condition 21. Sedimentation and Erosion Control on page 11 of the attached Programmatic General Permit.



Appendix B: Self-Verification Notification Form
(for all tidal and non-tidal projects in Maine subject to Corps jurisdiction)

**US Army Corps
of Engineers®**

New England District

At least two weeks before work commences, complete **all** fields (write "none" if applicable) below or use the fillable form at www.nae.usace.army.mil/missions/regulatory.aspx. Send this form, a location map, any project plans, and an Official Species List (See GC 8) to the address noted below; fax to (207) 623-8206; or email to jay.l.clement@usace.army.mil. The two-week lead time is not required for emergency situations (see page 4 for definition). Please call (207) 623-8367 with questions.

Maine Project Office
U.S. Army Corps of Engineers
New England District
675 Western Avenue #3
Manchester, Maine 04351

State Permit Number: TBD
Date of State Permit: TBD
State Project Manager: David Cherry

Permittee: Toye Reality Holdings III, LLC c/o Thomas Toye
Address, City, State & Zip: P.O. Box 6285, Cape Elizabeth, ME 04107
Phone(s) and Email: (305) 450-2552, ttoye3@aol.com

Contractor: TBD
Address, City, State & Zip: _____
Phone(s) and Email: _____

Consultant/Engineer/Designer: Sebago Technics, c/o Robert A. McSorley, P.E.
Address, City, State & Zip: 75 John Roberts Road, Suite 1A, South Portland, ME 04106
Phone(s) and Email: (207) 200-2074, rmcorsley@sebagotechnics.com

Wetland/Vernal Pool Consultant: Mark Hampton Associates, Inc.
Address, City, State & Zip: P.O. Box 1931, Portland, ME 04104-1931
Phone(s) and Email: (207) 756-2900, mhampto1@maine.rr.com

Project Location/Description: Jetport Boulevard, Portland, ME
Address, City, State & Zip: _____ Tax Map/Lot: 210A/6
Latitude/Longitude Coordinates: 43.650381/70.311494

Waterway Name: Unnamed Wetlands
Work Description: The applicant is proposing to build a gravel surface parking lot. The lot will be used as overflow parking for an existing valet parking service at the jetport.

Provide any prior Corps permit numbers: none
Proposed Work Dates: Start: Complete Finish: Complete

Area of wetland impact: 10,780 SF (leave blank if work involves structures & no fill in Navigable Waters)
Area of waterway impact: none SF (leave blank if work involves structures & no fill in Navigable Waters)
Area of compensatory mitigation provided: none SF

Work will be done under the following Appendix A categories (circle all that apply):

I. Inland Waters and wetlands: 1 2 3 4 5 6 8 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24

II. Navigable Waters: 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24

Your name/signature below, as permittee, indicates that you accept and agree to comply with the terms, eligibility criteria, and general conditions of Category 1 of the Maine General Permit.

Permittee Printed Name: Thomas Toye
Permittee Signature: [Signature] Date: 2-4-16

APPLICATION FOR A NATURAL RESOURCES PROTECTION ACT PERMIT

→ PLEASE TYPE OR PRINT IN **BLACK INK ONLY**

1. Name of Applicant: Thomas Toye, Toye Reality Holdings III, LLC		5. Name of Agent: Robert McSorley P.E., Sebago Technics	
2. Applicant's Mailing Address: P.O. Box 6285, Cape Elizabeth, ME 04107		6. Agent's Mailing Address: 75 John Roberts Road, Suite 1A South Portland, ME 04106	
3. Applicant's Daytime Phone #: (305) 450-2552		7. Agent's Daytime Phone #: 207-200-2074	
4. Applicant's Email Address: Required from <i>either</i> applicant or agent: ttoye3@aol.com		8. Agent's E-mail Address: rmcsroley@sebagotechnics.com	
9. Location of Activity: (Nearest Road, Street, Rt.#) Jetport Boulevard		10. Town: Portland	11. County: Cumberland
12. Type of Resource: (Check all that apply)	☐ River, stream or brook ☐ Great Pond ☐ Coastal Wetland ☒ Freshwater Wetland ☐ Wetland Special Significance ☐ Significant Wildlife Habitat ☐ Fragile Mountain		13. Name of Resource: Isolated wetland
	14. Amount of Impact: (Sq.Ft.)		Fill: 10,780 SF Dredging/Veg Removal/Other: N/A
15. Type of Wetland: (Check all that apply)	☒ Forested ☐ Scrub Shrub ☐ Emergent ☐ Wet Meadow ☐ Peatland ☐ Open Water ☐ Other _____	FOR FRESHWATER WETLANDS <i>Tier 1</i> ☐ 0 - 4,999 sq ft. ☐ 5,000-9,999 sq ft ☒ 10,000-14,999 sq ft <i>Tier 2</i> ☐ 15,000 – 43,560 sq. ft. <i>Tier 3</i> ☐ > 43,560 sq. ft. or ☐ smaller than 43,560 sq. ft., not eligible for Tier 1	
	16. Brief Activity Description The applicant is proposing to build a gravel surface parking lot. The lot will be used as overflow parking for an existing valet parking service at the jetport.		
17. Size of Lot or Parcel & UTM Locations:		_____ square feet, or ☒ 2.0 acres UTM Northing: <u>4833859.8</u> UTM Easting: <u>394247.5</u>	
18. Title, Right or Interest: ☒ own ☐ lease ☐ purchase option ☐ written agreement			
19. Deed Reference Numbers:		20. Map and Lot Numbers:	
Book#: 15976 Page: 325		Map #: 210A Lot #: 6	
21. DEP Staff Previously Contacted: David Cherry & Chris Coppi		22. Part of a larger project: ☐ Yes ☒ No	
23. Resubmission of Application? ☐ Yes → ☒ No		After-the-Fact: ☒ Yes ☐ No	
24. Written Notice of Violation? ☐ Yes → ☒ No		25. Previous Wetland Alteration: ☐ Yes ☒ No	
26. Detailed Directions to the Project Site:		From I-95 take exit 46 toward PWM. Turn right onto Skyway Drive. Turn left on ME-9/Johnson Rd. Turn right onto International Parkway. Turn left on Jetport Boulevard. The site will be on the right in 0.1 miles, just before the Embassy Suites Hotel.	
27. TIER 1		TIER 2/3 AND INDIVIDUAL PERMITS	
☒ Title, right or interest documentation ☒ Topographic Map ☒ Narrative Project Description ☒ Plan or Drawing (8 1/2" x 11") ☒ Photos of Area ☒ Statement of Avoidance & Minimization ☒ Statement/Copy of cover letter to MHPC		☐ Title, right or interest documentation ☐ Topographic Map ☐ Copy of Public Notice/Public Information Meeting Documentation ☐ Wetlands Delineation Report (Attachment 1) that contains the information listed under Site Conditions ☐ Alternatives Analysis (Attachment 2) including description of how wetland impacts were Avoided/Minimized ☐ Erosion Control/Construction Plan ☐ Functional Assessment (Attachment 3), if required ☐ Compensation Plan (Attachment 4), if required ☐ Appendix A and others, if required ☐ Statement/Copy of cover letter to MHPC ☐ Description of Previously Mined Peatland, if required	
28. FEES Amount Enclosed: \$300			

CERTIFICATIONS AND SIGNATURES LOCATED ON PAGE 2

IMPORTANT: IF THE SIGNATURE BELOW IS NOT THE APPLICANT'S SIGNATURE, ATTACH LETTER OF AGENT AUTHORIZATION SIGNED BY THE APPLICANT.

By signing below the applicant (or authorized agent), certifies that he or she has read and understood the following :

DEP SIGNATORY REQUIREMENT

PRIVACY ACT STATEMENT

Authority: 33 USC 401, Section 10; 1413, Section 404. Principal Purpose: These laws require permits authorizing activities in or affecting navigable waters of the United States, the discharge of dredged or fill material into waters of the United States, and the transportation of dredged material for the purpose of dumping it into ocean waters. Disclosure: Disclosure of requested information is voluntary. If information is not provided, however, the permit application cannot be processed nor a permit be issued.

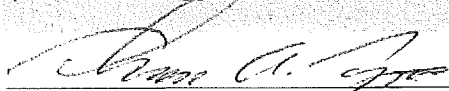
CORPS SIGNATORY REQUIREMENT

USC Section 1001 provides that: Whoever, in any manner within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals, or covers up any trick, scheme, or disguises a material fact or makes any false, fictitious or fraudulent statements or representations or makes or uses any false writing or document knowing same to contain any false, fictitious or fraudulent statements or entry shall be fined not more than \$10,000 or imprisoned not more than five years or both. I authorize the Corps to enter the property that is subject to this application, at reasonable hours, including buildings, structures or conveyances on the property, to determine the accuracy of any information provided herein.

DEP SIGNATORY REQUIREMENT

"I certify under penalty of law that I have personally examined the information submitted in this document and all attachments thereto and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe the information is true, accurate, and complete. I authorize the Department to enter the property that is the subject of this application, at reasonable hours, including buildings, structures or conveyances on the property, to determine the accuracy of any information provided herein. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

Further, I hereby authorize the DEP to send me an electronically signed decision on the license I am applying for with this application by emailing the decision to the address located on the front page of this application (see #4 for the applicant and #8 for the agent)."



SIGNATURE OF AGENT/APPLICANT

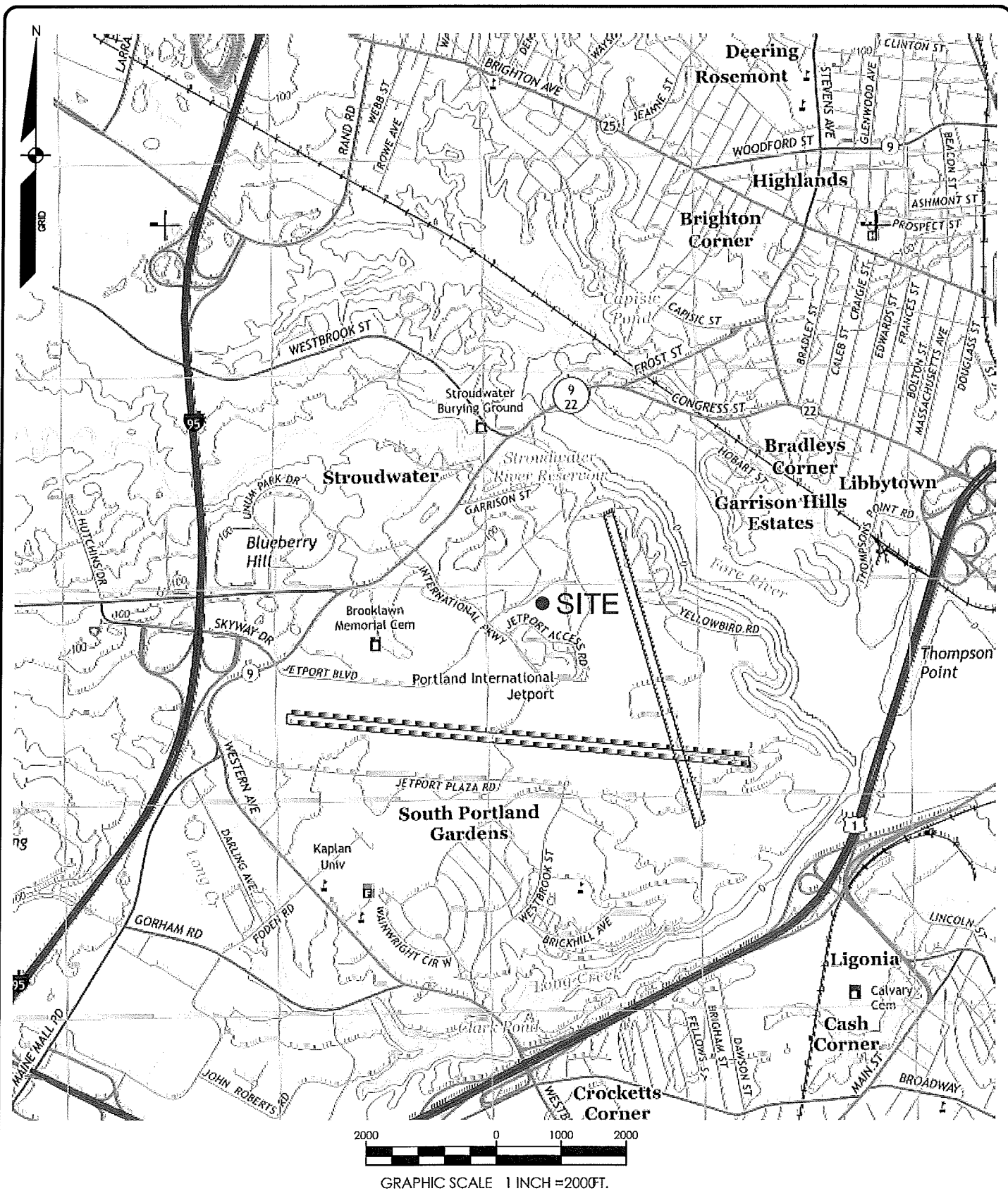
Date: 2-4-16

Signature of Agent

Date:

NOTE: Any changes in activity plans must be submitted to the DEP and the Corps in writing and must be approved by both agencies prior to implementation. Failure to do so may result in enforcement action and/or the removal of the unapproved changes to the activity.

(yellow)



SEBAGO
TECHNICS

WWW.SEBAGOTECHNICS.COM

75 John Roberts Rd. 250 Goddard Rd.
Suite 1A Suite B
South Portland, ME 04106 Lewiston, ME 04240
Tel: 207-200-2100 Tel: 207-783-5658

USGS SITE LOCATION MAP OF JETPORT PROPERTY

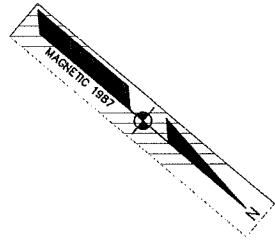
LOCATION:
JETPORT BOULEVARD
PORTLAND, MAINE

FOR:
TOYE REALTY HOLDINGS
CAPE ELIZABETH, MAINE

SCALE: 1"=2000'

DATE: 02-03-16

SHEET:
1 OF 1

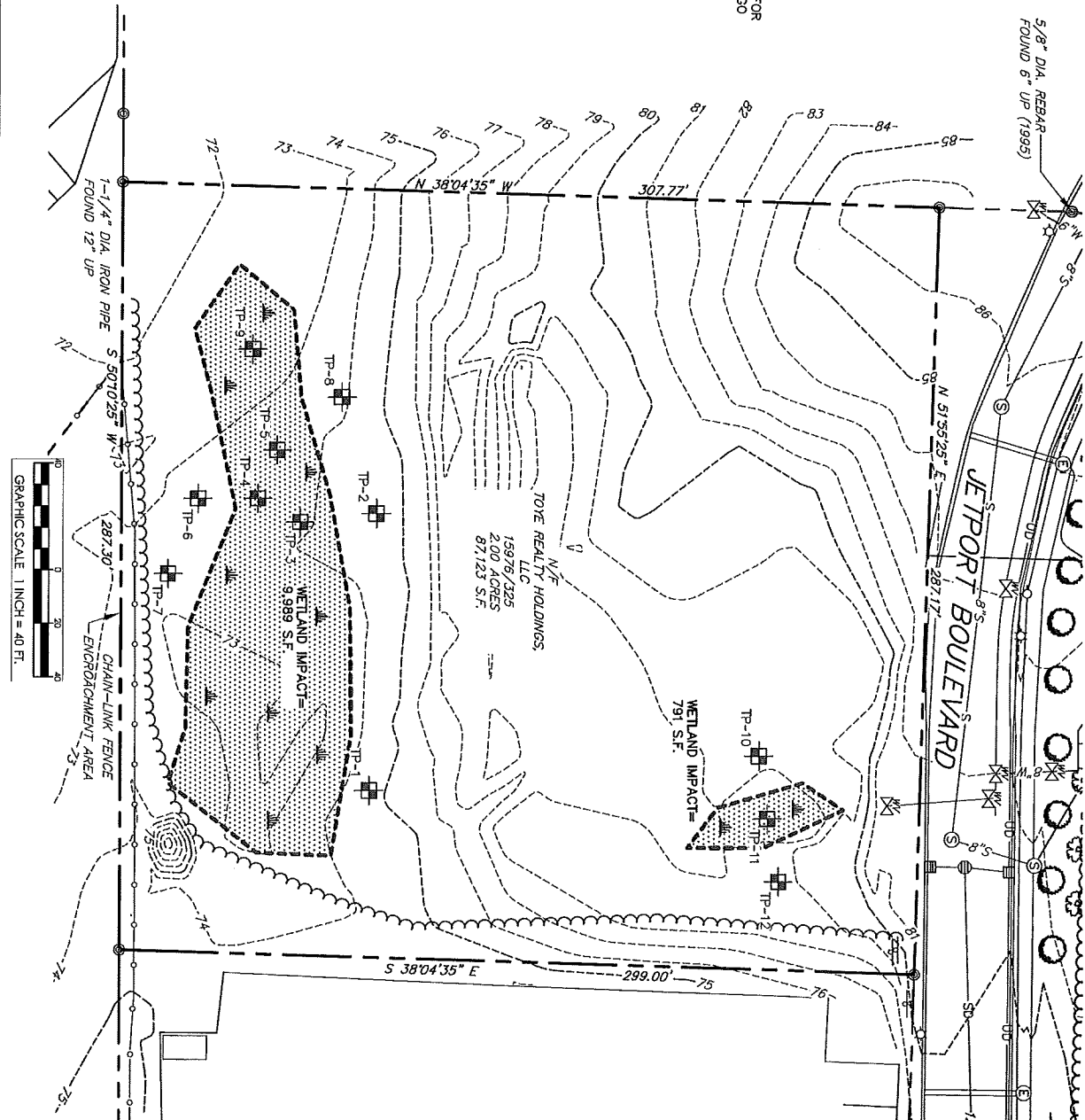


NOTES:

1. PLAN REFERENCE: STANDARD BOUNDARY SURVEY FOR THURTEY RENT-A-CAR DATED JULY 11, 1988 BY SEBAGO TECHNIQS, INC. AND SUBSEQUENT FIELD WORK AND RESEARCH ENCOMPASSING ADDITIONAL PROPERTY COMPLETE IN 1995.
2. WETLAND DELINEATION WAS COMPLETED BY MARK HAMPTON ON 1/16/16.

LEGEND

EXISTING	
—	PROPERTY LINE/R.O.W.
—	ABUTTER LINE/R.O.W.
—	IRON PIPE/ROD
⊕	TEST PIT
—	EDGE WETLAND
—	WETLANDS
—	EDGE PAVEMENT
—	CURB LINE
—	TREELINE
—	CONTOURS
○	DECIDUOUS TREE
⊗	CONIFEROUS TREE
—	GAS
—	WATER
—	WATER GATE VALVE
—	SANITARY SEWER
—	SANITARY MANHOLE
—	STORM DRAIN
—	UNDER DRAIN
—	CATCH BASIN
—	UNDERGROUND UTILITY
—	ELECTRICAL MANHOLE
—	LIGHT POLE



SHEET 1 OF 1

DESIGNED	CHECKED
SAP	RAM
PROJECT NO.	SCALE
88125	1" = 40'

WETLAND IMPACT PLAN
OF:
TOYE REALTY HOLDINGS III, LLC
JETPORT BOULEVARD
PORTLAND, MAINE
FOR:
THOMAS A. TOYE
P.O. BOX 6285
CAPE ELIZABETH, MAINE 04107

SEBAGO
TECHNIQS

WWW.SE BAGOTECHNIQS.COM

75 John Roberts Rd. Suite 1A South Portland, ME 04106 Tel. 207-200-2100
250 Goddard Rd. Suite B Lewiston, ME 04240 Tel. 207-783-5556

THIS PLAN SHALL NOT BE MODIFIED WITHOUT WRITTEN PERMISSION FROM SEBAGO TECHNIQS, INC. ANY ALTERATIONS, REVISIONS OR OMISSIONS SHALL BE AT THE USER'S SOLE RISK AND WITHOUT LIABILITY TO SEBAGO TECHNIQS, INC.

Robert McSorley

From: Howe, Rodney A NAE <Rodney.A.Howe@usace.army.mil>
Sent: Friday, September 30, 2016 10:49 AM
To: Robert McSorley
Subject: RE: ACOE Permit Dates

Rob,
Good catch. Good to see someone actually reads the permit. Yes you assume correctly. The expiration dates should be 13 Oct 2020 and completed by 13 October 2021 respectfully.
Rod

-----Original Message-----

From: Robert McSorley [mailto:rmcsorley@sebagotechnics.com]
Sent: Thursday, September 29, 2016 6:52 PM
To: Howe, Rodney A NAE <Rodney.A.Howe@usace.army.mil>
Subject: [EXTERNAL] ACOE Permit Dates

Mr. Rod,

I was looking at the attached permit and realized that the expiration date was before the permit was issued. Am I correct to assume the dates that that I have redlined are the correct dates?

Thanks, Rob

Rob McSorley, P.E. Senior Project Manager

Office: 207.200.2100 | Direct: 207.200.2074 | Cell: 207.939.1809

75 John Roberts Rd., Suite 1A, South Portland, ME 04106

rmcsorley@sebagotechnics.com <mailto:rmcsorley@sebagotechnics.com> | Blockedwww.sebagotechnics.com
<Blockedhttp://www.sebagotechnics.com/>

An Employee-Owned Company

<Blockedhttp://www.sebagotechnics.com/>

<Blockedhttps://www.facebook.com/sebagotechnics>
<Blockedhttps://www.linkedin.com/company/1317041>



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
NEW ENGLAND DISTRICT, CORPS OF ENGINEERS
696 VIRGINIA ROAD
CONCORD, MASSACHUSETTS 01742-2751

**MAINE GENERAL PERMIT (GP)
AUTHORIZATION LETTER AND SCREENING SUMMARY**

Toye Realty Holdings III, LLC
c/o Thomas Toye
P.O. Box 6285
Cape Elizabeth, ME 04107

CORPS PERMIT # NAE-2016-01301
CORPS PGP ID# Non-screen
STATE ID# L-

DESCRIPTION OF WORK:

place fill in 10,780 SF (.24 acres) of wetland in conjunction with the development of a gravel surface parking lot for an existing
valet parking service at the Portland Jetport off Jetport Boulevard Portland, Maine as shown on the attached plans entitled
Wetland Impact Plan of Toye Realty Holdings III, LLC Jetport Boulevard Portland, Maine for Thomas Toye by Sebago Technics in
1 sheet. See Attached Conditions:

LAT/LONG COORDINATES : 43.65015° N 70.31150° W USGS QUAD: ME- Portland West

I. CORPS DETERMINATION:

Based on our review of the information you provided, we have determined that your project will have only minimal individual and cumulative impacts on waters and wetlands of the United States. Your work is therefore authorized by the U.S. Army Corps of Engineers under the enclosed Federal Permit, the Maine General Permit (GP). Accordingly, we do not plan to take any further action on this project.

You must perform the activity authorized herein in compliance with all the terms and conditions of the GP [including any attached Additional Conditions and any conditions placed on the State 401 Water Quality Certification including any required mitigation]. Please review the enclosed GP carefully, including the GP conditions beginning on page 5, to familiarize yourself with its contents. You are responsible for complying with all of the GP requirements; therefore you should be certain that whoever does the work fully understands all of the conditions. You may wish to discuss the conditions of this authorization with your contractor to ensure the contractor can accomplish the work in a manner that conforms to all requirements.

If you change the plans or construction methods for work within our jurisdiction, please contact us immediately to discuss modification of this authorization. This office must approve any changes before you undertake them.

Condition 41 of the GP (page 16) provides one year for completion of work that has commenced or is under contract to commence prior to the expiration of the GP on October 12, 2015. You will need to apply for reauthorization for any work within Corps jurisdiction that is not completed by ~~October 12, 2015~~.

October 13, 2020

October 13, 2021

This authorization presumes the work shown on your plans noted above is in waters of the U.S. Should you desire to appeal our jurisdiction, please submit a request for an approved jurisdictional determination in writing to the undersigned.

No work may be started unless and until all other required local, State and Federal licenses and permits have been obtained. **This includes but is not limited to a Flood Hazard Development Permit issued by the town if necessary.**

II. STATE ACTIONS: PENDING [] , ISSUED [X] , DENIED [] DATE: _____

APPLICATION TYPE: PBR: _____, TIER 1: X, TIER 2: _____, TIER 3: _____, LURC: _____, DMR LEASE: _____, NA: _____

III. FEDERAL ACTIONS:

JOINT PROCESSING MEETING: N/A LEVEL OF REVIEW: CATEGORY 1: X CATEGORY 2: _____

AUTHORITY (Based on a review of plans and/or State/Federal applications): SEC 10 _____, 404 X 10/404 _____, 103 _____

EXCLUSIONS: The exclusionary criteria identified in the general permit do not apply to this project.

FEDERAL RESOURCE AGENCY OBJECTIONS: EPA NO, USF&WS NO, NMFS NO

If you have any questions on this matter, please contact my staff at 207-623-8367 at our Manchester, Maine Project Office. In order for us to better serve you, we would appreciate your completing our Customer Service Survey located at <http://per2.nwp.usace.army.mil/survey.html>

Rodney A. Howe
RODNEY A. HOWE
SENIOR PROJECT MANAGER
MAINE PROJECT OFFICE

Frank J. Del Giudice 15 JUN 2016
FRANK J. DEL GIUDICE
CHIEF, PERMITS & ENFORCEMENT BRANCH
REGULATORY DIVISION



April 19, 2017
88125

Kirk F. Mohny, Director
Maine Historic Preservation Commission
55 Capitol Street
65 State House Station
Augusta, ME 04333-0065

Re: Site Plan Submittal – Jetport Boulevard
Portland, Maine

Dear Mr. Mohny:

On behalf of our client, Toye Realty Holdings III, LLC, we are currently in the process of filing a site plan application to the City of Portland. As part of this submittal, a review of the proposed site by the Maine Historic Preservation Commission for any known historical sites, structures or archeological sites is required.

The site is identified as Lot A006 on City of Portland Tax Map 210A. The property is a parcel of approximately 2.00± acres located on the south side of Jetport Boulevard approximately 600 feet west of the intersection of Jetport Boulevard with Westbrook Street. The site is currently vacant having been cleared in the last year. The proposed development will additional parking lot constructed to supplemental the valet services on an adjacent property.

For your reference, a copy of the USGS quadrangle and photos depicting the current condition of the lot. Note that there are no buildings on adjacent properties older than 50 years old. At your earliest convenience, please review and forward your findings. If you have any questions on this project, please do not hesitate to contact me at rmcsorley@sebagotechnics.com or on my direct line at (207) 200-2074. Thank you for your time and consideration.

Sincerely,

SEBAGO TECHNICS, INC.

A handwritten signature in black ink, appearing to read "R. McSorley", written over a horizontal line.

Robert A. McSorley, P.E.
Senior Project Manager

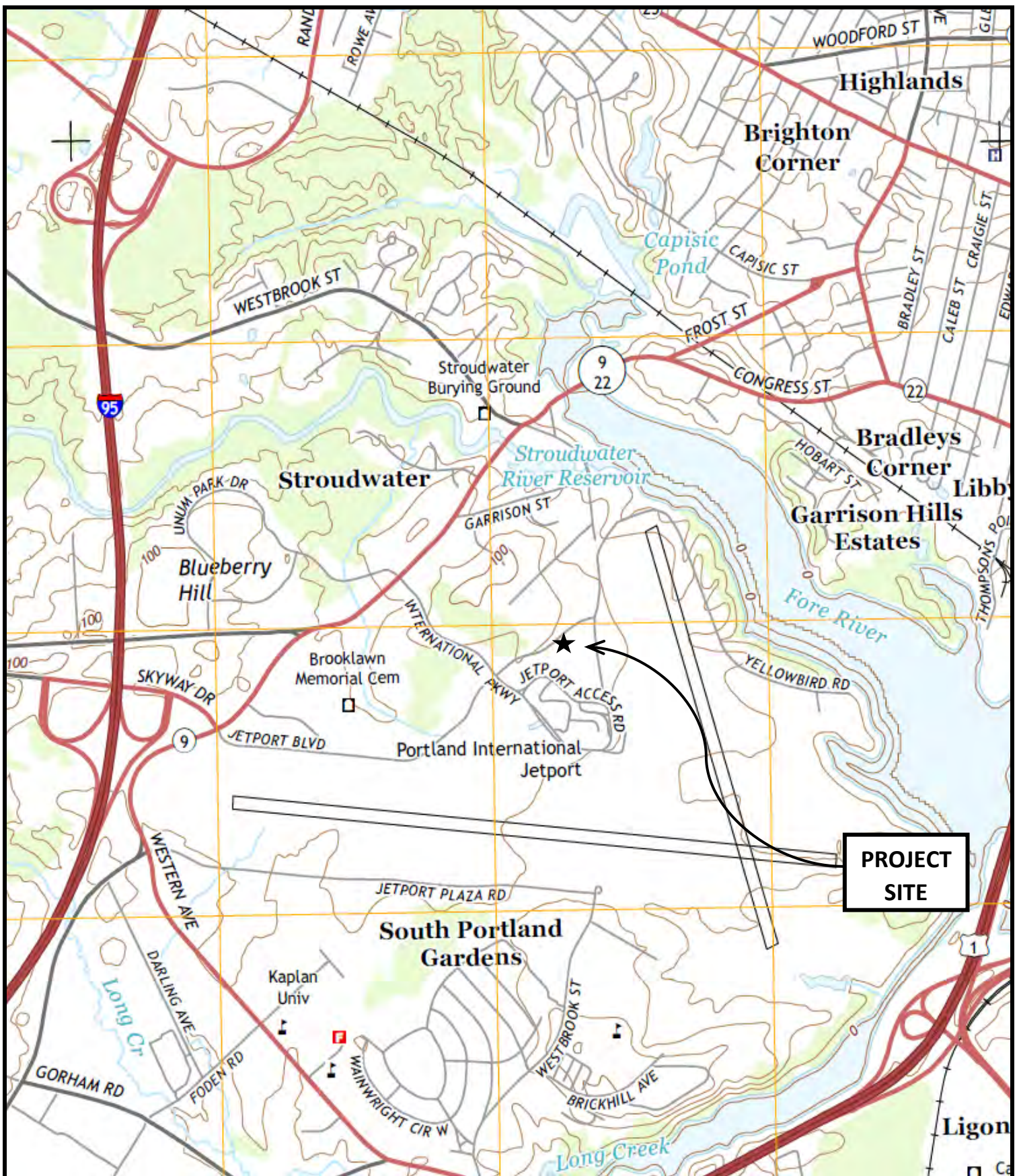
RAM/llg
Enc.



Photograph 1: Looking South from Jetport Boulevard



Photograph 2: Looking Southwest from Jetport Boulevard



**PROJECT
SITE**



WWW.SEBAGOTECHNICS.COM
 75 John Roberts Rd. - Suite 1A 250 Goddard Rd. - Suite B
 South Portland, ME 04106 Lewiston, ME 04240
 (207) 200-2100 (207) 783-5656

SITE LOCATION MAP OF VALET PARKING LOT

Project No. 88125

LOCATION:
 JEPOR T BOULEVARD
 PORTLAND, ME

FOR:
 TOYE REALTY HOLDINGS III,
 LLC

SCALE: 1"=2000'

DATE: 4/08/17

SHEET:
 1 OF 1

Section 6. Zoning Assessment

Zoning Assessment

The project site is in the Airport Business Zoning District; zoning requirements are as follows:

A-B, Airport Business Zone		
	Required	Proposed
Minimum Lot Size	20,000 SQ FT	85,820 SQ FT
Minimum Street Frontage	50 FT	287+ FT
Minimum Front Yard	None*	N/A
Minimum Side Yard:	None**	N/A
Minimum Rear Yard	None***	N/A
Maximum Building Height	75 FT	N/A
Maximum Impervious Surface	70 %	53.2%
Minimum Lot Width	50 FT	N/A

* 20 feet for Westbrook Street

** 50 feet adjacent to a residential zone

*** 25 feet adjacent to a residential zone

See ordinance for more particular information

Section 7. Existing/Proposed Easements

Existing/Proposed Easements

There are no known existing and no proposed easements within the project site.

Section 8. Waiver Requests

Waiver Requests

The applicant requests the followings waiver:

1. Land Use Code, Chapter 14, Article 4, Sec. 14-526, Site Plan Standards, Subsection (a) Transportation Standards, Paragraph 4 Parking. a.(v):

“Parking lots, except for temporary lots to be used for less than one year, shall be constructed of a permanent and durable hard surface that is not subject to ponding or erosion.”

In lieu of a paved asphaltic surface course, the applicant would like to install compressed asphaltic millings atop of gravel base rock. The justifications for the waiver are:

1. The parking area will only be accessed by employees of the valet service that will be using the parking lot.
2. The parking lot will not be a high use lot and be used as overflow from the existing adjacent valet lot.
3. As the millings have asphaltic content and will be compressed, the surface will bind together more than a gravel surface.
4. The runoff from parking area will be collected and treated as a typical parking lot.

Section 9. Evidence of Financial and Technical Ability

Evidence of Financial and Technical Ability**A. Prior Experience**

The applicant for the development of this project is Toye Realty Holdings III, LLC. The applicant has permitted and/or constructed a number of development projects within Cumberland County and Portland, Maine, including the following:

Bayside I
Bayside II
Congress 135 Market

B. Financial Capacity

A letter of commitment to fund from Gorham Savings Bank will be provided. In addition, a certificate of good standing for the corporation is enclosed.

C. Personnel

Toye Realty Holdings III, LLC has retained Sebago Technics, Inc., a consulting engineering firm, to assist in the engineering, land planning and permitting of the development. A brief history of Sebago Technics along with qualifications of some of Sebago Technic's key personnel is attached.



April 27, 2017

City of Portland
Permitting & Inspections Department
389 Congress Street, Room 315
Portland, Maine 04101

To Whom It May Concern,

Based upon the recent and historical financial performance of Toye Realty Holdings III, LLC, I am pleased to inform you it is my opinion your company has the financial capacity to successfully fund and complete the site improvements to a 2-acre parcel of land near the Jetport, at a cost of up to \$150,000.00.

Please let me know if I can be of further assistance. If you have any questions, please email me at rlevesque@gorhamsavingsbank.com or by phone at (207) 222-1491.

Sincerely,

A handwritten signature in blue ink, appearing to read "R. C. Levesque", is written over a faint, larger blue ink signature.

Roger C. Levesque
Executive Vice President



MAINE

Department of the Secretary of State
Bureau of Corporations, Elections and Commissions

Corporate Name Search

Information Summary

[Subscriber activity report](#)

This record contains information from the CEC database and is accurate as of: Wed Apr 19 2017 16:16:44. Please print or save for your records.

Legal Name	Charter Number	Filing Type	Status
TOYE REALTY HOLDINGS III, LLC	20010683DC	LIMITED LIABILITY COMPANY (DOMESTIC)	GOOD STANDING

Filing Date	Expiration Date	Jurisdiction
12/21/2000	N/A	MAINE

Other Names (A=Assumed ; F=Former)

NONE

Clerk/Registered Agent

DREW A. ANDERSON
P.O. BOX 9785
PORTLAND, ME 04104 5085

[Back to previous screen](#)

[New Search](#)

Click on a link to obtain additional information.

List of Filings

[View list of filings](#)

Obtain additional information:

Additional Addresses

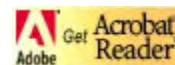
[Plain Copy](#)

[Certified copy](#)

Certificate of Existence [\(more info\)](#)

[Short Form without amendments \(\\$30.00\)](#) [Long Form with amendments \(\\$30.00\)](#)

You will need Adobe Acrobat version 3.0 or higher in order to view PDF files.
If you encounter problems, visit the [troubleshooting page](#).



Sebago Technics, Inc.

Technical Ability

Sebago Technics has been retained to perform the civil engineering, stormwater management, and sediment and erosion control design for the proposed project. The technical phase of this project includes the preparation of a detailed grading design, taking into account hydrological considerations and stormwater management. The permitting phase of this project consists of the preparation of all state and local application packages and coordination throughout the entire review process from initial submission to final approval.

Company Background

The firm was established in 1981. The company as a whole has grown to approximately 50 professionals. The firm consists of civil/site engineers, surveyors, landscape architects, soil scientist, and computer-aided design drafting technicians. Sebago Technics, Inc. provides a full-range of technical assistance to developers, contractors and municipalities in the areas of commercial, residential and industrial developments.

Key Personnel

Rob McSorley, PE - Senior Project Manager

A Registered Professional Engineer, he joined the firm in 2006 as a Senior Project Manager. His 31 years of practice in consulting engineering firms provides the required experience to allow for effective project management.

Section 10. Construction Management Plan

Construction Management Plan

The project will be managed by Toye Realty Holdings III, LLC and is expected to commence the summer of 2018.

Estimated construction time:	2 Months
Erosion Control Measures Placed:	Week 1
Completer site clearing and grubbing.....	Week 2
Construction of road subbase for access	Week 3
Stormwater management area construction	Week 4 – Week 6
Road base and millings coarse	Week 7
Start final seeding on prepared areas (during growing season)	Week 8
Biweekly monitoring of vegetative growth	Week 8
Re-seeding of areas, if needed.....	Week 12
Removal of erosion control devices.....	Upon Final Project Completion

Section 11. Statement of Traffic Generation

Statement of Traffic Generation

As the proposed use is a parking lot for an existing valet services at the Jetport and most of the historically kept vehicles have a stay of several days, this project is not intended to be a significant traffic generator.

Section 12. Summary of Significant Natural Features

Summary of Significant Natural Features

The existing site is cleared and prior wetlands have been filled (see permit section 5), no significant natural features exist on the property.

Section 13. Stormwater Management Plan



STORMWATER MANAGEMENT PLAN

For

**Valet Parking Lot
Portland, Maine**

Prepared for

Toye Realty Holdings III, LLC
P.O. Box 6285
Cape Elizabeth, ME 04107

April 2017

Table of Contents

Contents

Executive Summary.....	I
I. Introduction.....	1
II. Existing Conditions.....	1
III. Proposed Development	2
IV. Downstream Ponds and Waterbodies.....	2
V. Regulatory Requirements	2
A. City of Portland, Maine	2
VI. Stormwater Management BMPs	3
A. Underdrained Subsurface Sand Filter	3
B. Grassed Underdrained Soil Filter	3
VII. Peak Flow Analysis	4
A. Modeling Technique	4
D. Post-Development	5
E. Comparison	6
VIII. Water Quality Analysis	6
IX. Urban Impaired Stream Standard.....	7
X. Conclusions	7

Attachments

Attachment A: Stormwater Quality Calculations

Attachment B: HydroCAD Output-Pre-Development / Post Development TR-20 Model

Attachment C: Inspection, Maintenance, and Housekeeping Plan

Attachment D: Application for Stormwater Fee Credits

STORMWATER MANAGEMENT PLAN**Valet Parking Plan
Jetport Boulevard
Portland, Maine****Executive Summary**

Toye Realty Holdings III, LLC has submitted plans to develop within a 1.97 acre property of undeveloped land off Jetport Boulevard; the project will be utilized as an extension of the parking for an existing valet service at the Portland Jetport. The property is shown as Lot A006 on City of Portland Tax Map 210A.

The development will create 1.06 acres of new non-vegetated surface and 1.84 acres of new developed area as defined by the Maine Department of Environmental Protection (MDEP).

The site is tributary to the Fore River and Casco Bay via culverts and drainage ways of the Portland Jetport. As the proposed development is classified by the City of Portland as a Level III development as well as a Site Law of Development Act (SLODA) project, the site is required to comply with Maine DEP Chapter 500 Standards, per Chapter 5 of City of Portland Technical Manual.

The project has been designed to provide treatment for 95.8% of the new non-vegetated area and 93.3% of the new developed area, which exceeds the required treatment level of Table 1 contained in Maine DEP Chapter 500, Section 4.C.(2)(a)(iii) amended date August 12, 2015. Treatment is achieved utilizing a grassed underdrained soil filter. Best Management Practices (BMPs) have been designed and sized in accordance with criteria published in Chapter 500 BMP's Technical Design Manual.

STORMWATER MANAGEMENT PLAN

Valet Parking Lot Jetport Boulevard Portland, Maine

I. Introduction

This Stormwater Management Plan has been prepared to address the potential impacts associated with this project due to the proposed modification in stormwater runoff characteristics. The stormwater management controls that are outlined in this plan have been designed to best suit the proposed development and to comply with applicable regulatory requirements.

II. Existing Conditions

The project site is currently undeveloped land with woods land cover comprising of 2.0 acres in Portland.

Land Cover: The site is undeveloped land consisting of wooded land cover. The development site abuts Jetport Boulevard to the north, Embassy Suites and Westbrook Street to the east, gravel parking area to the south, and undeveloped land to the west.

Site Topography: The majority of the site drains in a southwesterly direction towards existing drainage structure DH-86 in the internal loop road for the Jetport. Topography varies from 5.0% - 10.0 % from the northwest corner towards the southeast with a turn to the southwest and slopes flattening out to approximately 2.0%.

Surface Water Features: There are no surface water features on the site. Runoff drains to the conveyance systems of the adjacent properties/rights-of-way and continues on to discharge to the Fore River and Casco Bay.

Soils: Soil characteristics were obtained from the Soil Conservation Service (SCS) Medium Intensity Soil Survey of Cumberland County. Soils identified on the site (or within close proximity) are identified below in Table 1. These soil boundaries are identified on the attached watershed maps.

Table 1 – Proximity Soil Types and Characteristics			
Soil Type	Symbol	HSG	K Factor
Lamoine Silt Loam, 3-8% Slopes	BuB	C/D	0.37
Paxton Fine Sandy Loam, 3-8% Slopes	PbB	C	0.28
Scantic Silt Loam, 0-3% Slopes	Sn	D	0.28

The K factor is an erodibility index that relates each soil family based on a slight erosion potential of 0.20 to a high erosion potential of 0.69. An index number, greater than 0.32, indicates that a high level of erosion control measures must be taken in order to control erosion of this soil. The Hydrologic Soil Group (HSG) designation is based on a rating of the relative permeability of a soil, with Group “A” being extremely permeable such as coarse sand, to Group “D” having low permeability such as clay.

Historic Flooding: The Federal Emergency Management Agency (FEMA) lists the project site as Zone X, “Areas of 500 year flood based on the published Flood Insurance Rate Map (FEMA Community Panel Number 230051 0012C, dated December 8, 1998).

III. Proposed Development

The Applicant is proposing a milled parking lot, consisting of 134 parking spaces.

Alterations to Land Cover: Completion of the proposed project will result in the creation of 1.06 acres of impervious, non-vegetated area and 1.84 acres of developed area.

IV. Downstream Ponds and Waterbodies

The project site is tributary to Fore River and Casco Bay, which are not listed by the Maine Department of Environmental Protection as impaired or threatened.

V. Regulatory Requirements

A. City of Portland, Maine

The proposed development is classified as a Level III development due to the addition of a permanent parking lot of more than seventy-five (75) vehicles. Level III development must comply with Section 5 of the City of Portland’s Technical Manual stating that this development “shall be required to submit a Stormwater Management Plan pursuant to the regulations of the MDEP Chapter 500 Stormwater Management Rules, including Basic, General and Flooding Standards. The MDEP Chapter 500 rules describe stormwater management requirements for new development projects.

The following sections describe how this project will address these stormwater management performance standards.

Basic Standards: These standards include various erosion and sedimentation controls, inspection and maintenance procedures, and general housekeeping requirements. These performance standards are addressed on the Erosion and Sedimentation Control Plan Sheet and in the Inspection, Maintenance, and Housekeeping Plan attached in Attachment 3. Please refer to these documents for more detailed information.

General Standards: This standard presents minimum treatment thresholds for new non-vegetated areas and new developed areas to be treated by stormwater Best Management Practices (BMPs). General Standard BMPs have been defined by the MDEP and are described thoroughly in their publication “Stormwater Management for Maine: Best Management Practices Manual”. Volume III of this manual contains additional information and sizing requirements for the treatment measures proposed for the proposed development.

Flooding Standards: The MDEP requires that projects creating impervious areas greater than three (3) acres, or developed areas greater than twenty (20) acres address various flooding standards. The proposed project will not exceed the MDEP thresholds, but is required to meet the flooding standards for the City of Portland. The development will be designed to “detain, retain or result in the infiltration of stormwater from 24-hour storms of the 2-year, 10-year, and 25-year frequencies such that the peak flows of stormwater from the project site do not exceed the peak flows of stormwater prior to undertaking the project.” A detailed stormwater model has been provided to demonstrate compliance with these standards.

VI. Stormwater Management BMPs

In order to meet the applicable regulations, the project will utilize a grassed underdrained soil filter located adjacent to proposed valet parking lot. The location is indicated on the attached plans.

A. Grassed Underdrained Soil Filter

A grassed underdrained soil filter must detail a runoff volume equal to 1” times the tributary impervious area and 0.4” times the tributary landscaped areas. The surface area of the system must be at least equal to 5% the impervious area and 2% of the landscaped area. Pre-treatment of the runoff must be provided by a sediment forebay, adequately sized to retain the anticipated winter sanding load. The runoff volume shall be discharged over a period of time not less than 24 hours and not greater than 48 hours.

The areas treated by this BMP are summarized in the stormwater treatment calculations attached in Attachment 1: *Stormwater Quality Calculations*.

VII. Peak Flow Analysis

This section has been prepared to discuss the proposed modifications to peak flow rates as a result of the development.

A. Modeling Technique

In order to evaluate drainage characteristics in pre and post-development conditions, a quantitative analysis was performed to determine peak rates of runoff for the 2, 10, and 25-year storm events. Runoff calculations were performed following the methodology outlined in the USDA Soil Conservation Service's "Urban Hydrology for Small Watersheds, Technical Release #55" and HydroCAD Stormwater Modeling System Software. A 24-hour, SCS Type III storm distribution for the 2, 10, and 25-year storm frequencies were used for analysis.

The 24-hour rainfall values utilized in the hydrologic model for Southeast Cumberland County are as follows:

Table 2 - Storm Frequency Precipitation (in./24hr)	
2-year	3.1
10-year	4.6
25-year	5.8

*Appendix H, MDEP Chapter 500, amended date Aug 12, 2015

B. Drainage Characteristics (Pre and Post-Development Watershed Delineation)

A majority of the runoff from the site discharges to the southwest corner of the site and into the stormwater system of the adjacent internal loop road of the Jetport, Study Point 1 (SP1). A second subcatchment includes a small area of the project site that drains easterly onto the adjacent hotel property. This area discharges to a detention pond to the north along Westbrook Street (SP2).

C. Pre-Development

SP1: The drainage system of the internal loop road of the Jetport. This analysis point includes stormwater from Watersheds 1S and 3S, as they enter the same drainage system.

Subcatchment Area 1S consists of 1.54 acres of the project site. Runoff starts in sheet flow in the northwest corner of the site flowing to the southeast. The runoff transitions to shallow concentrated flow and turns towards the southwest and eventually discharges from the site in the southwest corner via existing closed drainage system of the internal loop road.

Subcatchment Area 3S consists of 0.31 acres of the project site. Runoff starts in a sheet flow in the southeast portion of the site, flowing westerly. The runoff transitions to shallow concentrated flow as it continues westerly, and ultimately enters the drainage system of the internal loop road.

It should be noted that a portion of Subcatchment Area 3S also includes area previously conveyed to the City of Portland per deed, book 16971, page 190.

SP2: The detention pond along Westbrook Street.

Subcatchment Area 2S consists of 0.15 acres of the project site that discharges easterly onto the adjacent hotel property. Runoff starts in sheet flow in the southeast corner of the site flowing easterly. The runoff transitions to shallow concentrated flow and exits the site, ultimately discharging to the detention pond along Westbrook Street.

For the purpose of this analysis, the site is considered to be woodland with exception to a small paved entrance to the site; the conditions that existed prior to the clearing activities from two years ago. The three subcatchments and their respective flow paths are depicted on a pre-development watershed plan.

D. Post-Development

SP1: The drainage system of the internal loop road of the Jetport.

This analysis point includes stormwater from Watersheds 1S and 3S, as they enter the same drainage system. Watershed 1S is treated and outlets to existing catch basin DH86, and Watershed 3S enters at the system at the next downstream catch basin. It should be noted that a portion of Subcatchment Area 3S also includes area previously conveyed to the City of Portland per deed, book 16971, page 190.

The post condition will compare to the pre-development runoff rates for these watersheds. The site primarily consists of Watershed 1S which consists of proposed parking area designed to sheet flow to a stormwater treatment area where it will enter a pre-treatment swale. Runoff will then discharge to the

grassed underdrained soil filter. The post development model depicts the site as a mixture of pavement and grass.

SP2: The detention pond along Westbrook Street.

Subcatchment Area 2S is a small portion of the site that drains easterly onto the adjacent hotel property. Runoff is sheet flow in the southeast corner of the site flowing easterly, ultimately discharging to the detention pond along Westbrook Street. The site was regraded to minimize the amount of runoff discharging to SP2.

E. Comparison

The watershed areas and times of concentration of the post-development watersheds vary from the existing conditions based on the proposed site development and grading. Table 3 summarizes the results of the hydrologic analysis of the project under pre-development and post-development conditions.

Table 3 – Stormwater Runoff Summary Table Pre-Development vs. Post-Development										
Study Point	Total Watershed Area (Ac)		Percent Impervious		Peak Rates of Runoff (cfs)					
					2-year		10-year		25-year	
	Pre	Post	Pre	Post	Pre	Post	Pre	Post	Pre	Post
SP1	1.54	1.91	1%	53%	1.44	0.65	3.06	1.63	4.47	2.90
SP2	0.15	0.09	0%	5%	0.17	0.16	0.37	0.32	0.54	0.45

As depicted in the above table, post-development peak runoff rates at the study point will be below pre-development levels for the 2-year, 10-year and 25-year storm events.

VIII. Water Quality Analysis

To achieve the required water quality treatment, a grassed underdrained soil filter was utilized to provide treatment for the proposed project site. This treatment measure has been designed and sized in accordance with the current Maine DEP Stormwater Best Management Practices handbook.

The development has been designed to provide water quality treatment through implementation of approved BMP's which provide for an impervious area treatment percentage of 95.8% and a developed area treatment percentage of 93.3%, which

exceeds the required treatment levels of 95% and 80%, respectively, in accordance with MaineDEP Chapter 500, Section 4.C.(2)(a)(i) amended date August 12, 2015.

Water Quality Volumes, BMP sizing volume calculations, and other supporting calculations are attached to this report.

IX. Urban Impaired Stream Standard

The project is not tributary to an Urban Impaired Stream.

X. Conclusions

The proposed development has been designed to meet the requirements of the City of Portland's Stormwater Technical Standards. The stormwater management system will treat 95.8 % of the created impervious surface and 93.3% of the total developed area. The peak flow rates have been controlled to the greatest extent practical to be below pre-development levels. Additionally, erosion and sedimentation controls have been outlined to prevent unreasonable impacts on the site and to the surrounding environment.

Prepared by,

SEBAGO TECHNICS, INC.



Sarah A. Hanf
Project Engineer



Robert A. McSorley, P.E.
Senior Project Manager

SAH/ram:sf/llg
April 26, 2017

Date: 4/26/17

Attachment A

Stormwater Quality Calculations

Table 1: MDEP GENERAL STANDARD CALCULATIONS

Job # 88125

*

AREA ID	WATERSHED SIZE (S.F.)	EXISTING ONSITE IMPERVIOUS AREA (S.F.)	NEW ONSITE IMPERVIOUS AREA (S.F.)	EXISTING ONSITE LANDSCAPED AREA (S.F.)	NEW ONSITE LANDSCAPED AREA (S.F.)	NET NEW DEVELOPED AREA (S.F.)	NET EXISTING DEVELOPED AREAS (S.F.)	TREATMENT PROVIDED?	IMPERVIOUS AREA TREATED (S.F.)	LANDSCAPED AREA TREATED* (S.F.)	DEVELOPED AREA TREATED (S.F.)	TREATMENT BMP
1	74,272	0	44,188	4,862	25,222	69,410	4,862	YES	44,188	30,084	74,272	
2	4,045	0	216	2,219	1,610	1,826	2,219	NO	0	0	0	
3	8,806	470	1,703	0	6,633	8,336	0	NO	0	0	0	
4						0		NO	0	0	0	
5						0		NO	0	0	0	
6						0		NO	0	0	0	
7						0		NO	0	0	0	
8						0	0	NO	0	0	0	
9						0	0	NO	0	0	0	
10						0	0	NO	0	0	0	
11						0	0	NO	0	0	0	
12						0	0	NO	0	0	0	
13						0	0	NO	0	0	0	
14						0	0	NO	0	0	0	
15						0	0	NO	0	0	0	
16						0	0	NO	0	0	0	
TOTAL (S.F.)	87,123	470	46,107	7,081	33,465	79,572	7,081		44,188	30,084	74,272	

TOTAL NEW IMPERVIOUS AREA (S.F.)	46,107	79,572	79,572
TOTAL IMPERVIOUS AREA RECEIVING TREATMENT (S.F.)	44,188	74,272	74,272
% OF IMPERVIOUS AREA RECEIVING TREATMENT	95.84%	% OF DEV. AREA RECEIVING TREATMENT	93.34%

SEBAGO TECHNICS, INC.

75 John Roberts Road Suite 1A

South Portland, Maine 04106

Tel. (207) 200-2100

JOB

Valet Parking Lot

SHEET NO.

1

OF

1

CALCULATED BY

SAH

DATE

4/19/2017

FILE NAME

88125

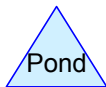
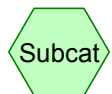
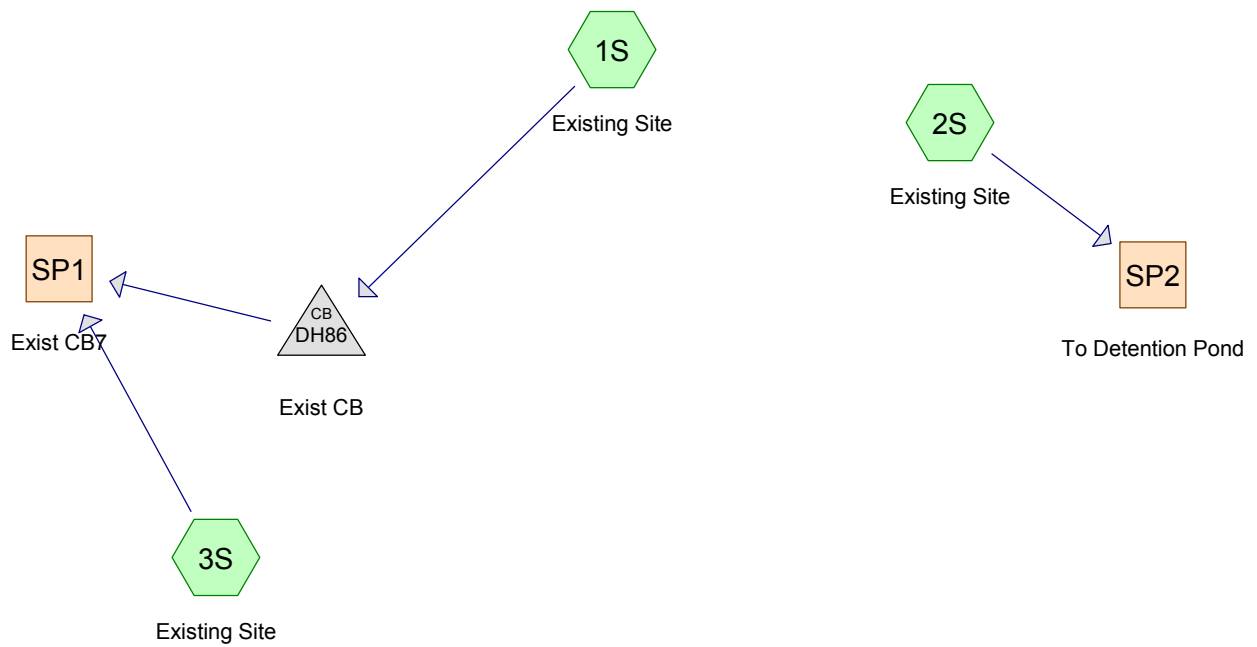
PRINT DATE

4/26/2017

UNDERDRAINED SOIL FILTER									
Task:	Calculate water quality volume per MDEP chapter 500 regulations								
	1. Maine DEP Chapter 500, Section 4.C.(3)(b)								
References									
	a.	"must detain a runoff volume equal to 1.0 inch times the subcatchment's impervious area plus 0.4 inch times the subcatchment's landscaped area"							
	2. Maine DEP Best Management Practices Stormwater Manual, Section 7.1								
	a.	"surface should represent 5% of impervious area and 2% of landscaped area"							
<u>Tributary to Underdrained Filter</u>									
	Landscaped Area	30,084.00	SF						
	Impervious Area	44,188.00	SF						
<u>Minimum Surface Area</u>									
	Required	(2% X Landscaped + 5% X Impervious)							
	Total Landscaped Area	30,084.00	SF	Area	601.7	SF			
	Total Impervious Area	44,188.00	SF	Area	2,209.4	SF			
	Required Minimum Surface Area				2,811.1	SF			
	Provided Surface Area				3,000.0	SF			
<u>Treatment Volume</u>									
	Required	(0.4" X Landscaped + 1.0" X Impervious)							
	Landscaped Area	30,084.00	SF	Volume	1,002.8				
	Impervious Area	44,188.00	SF	Volume	3,682.3				
	Treatment Volume Required				4,685.1	CF	0.108	AF	
	Provided Treatment Volume				5,520.0	CF	0.127	AF	
<u>Sediment Pre-Treatment</u>									
	Per Reference 2, Chapter 7.1		"Pretreatment devices shall be provided to minimize discharge of sediment to the soil filter"						
	Annual Sediment Load:	55 cubic feet per acre per year of sanded area							
	Area to be sanded:	44,188.00	SF						
	Sediment Volume	56	CF						
	Provided	581	CF	0.75	Inch Deep Forebay	with area of	775	sf	

Attachment B

**HydroCAD Output- Pre-Development/Post
Development TR-2- Model**



Routing Diagram for 88125-Pre April 2017

Prepared by {enter your company name here}, Printed 4/26/2017
HydroCAD® 10.00-15 s/n 01856 © 2015 HydroCAD Software Solutions LLC

Area Listing (all nodes)

Area (acres)	CN	Description (subcatchment-numbers)
0.011	98	Paved parking, HSG C (1S, 3S)
1.989	76	Woods/grass comb., Fair, HSG C (1S, 2S, 3S)
2.000	76	TOTAL AREA

Soil Listing (all nodes)

Area (acres)	Soil Group	Subcatchment Numbers
0.000	HSG A	
0.000	HSG B	
2.000	HSG C	1S, 2S, 3S
0.000	HSG D	
0.000	Other	
2.000		TOTAL AREA

Time span=5.00-20.00 hrs, dt=0.05 hrs, 301 points
 Runoff by SCS TR-20 method, UH=SCS, Weighted-CN
 Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment 1S: Existing Site

Runoff Area=66,921 sf 0.67% Impervious Runoff Depth>0.98"
 Flow Length=590' Tc=22.4 min CN=76 Runoff=1.19 cfs 0.126 af

Subcatchment 2S: Existing Site

Runoff Area=6,728 sf 0.00% Impervious Runoff Depth>0.99"
 Flow Length=55' Tc=7.7 min CN=76 Runoff=0.17 cfs 0.013 af

Subcatchment 3S: Existing Site

Runoff Area=13,474 sf 0.16% Impervious Runoff Depth>0.99"
 Flow Length=175' Tc=15.5 min CN=76 Runoff=0.28 cfs 0.025 af

Reach SP1: Exist CB7

Inflow=1.44 cfs 0.151 af
 Outflow=1.44 cfs 0.151 af

Reach SP2: To Detention Pond

Inflow=0.17 cfs 0.013 af
 Outflow=0.17 cfs 0.013 af

Pond DH86: Exist CB

Peak Elev=64.68' Inflow=1.19 cfs 0.126 af
 12.0" Round Culvert n=0.011 L=62.0' S=0.0150 '/' Outflow=1.19 cfs 0.126 af

Total Runoff Area = 2.000 ac Runoff Volume = 0.164 af Average Runoff Depth = 0.98"
99.46% Pervious = 1.989 ac 0.54% Impervious = 0.011 ac

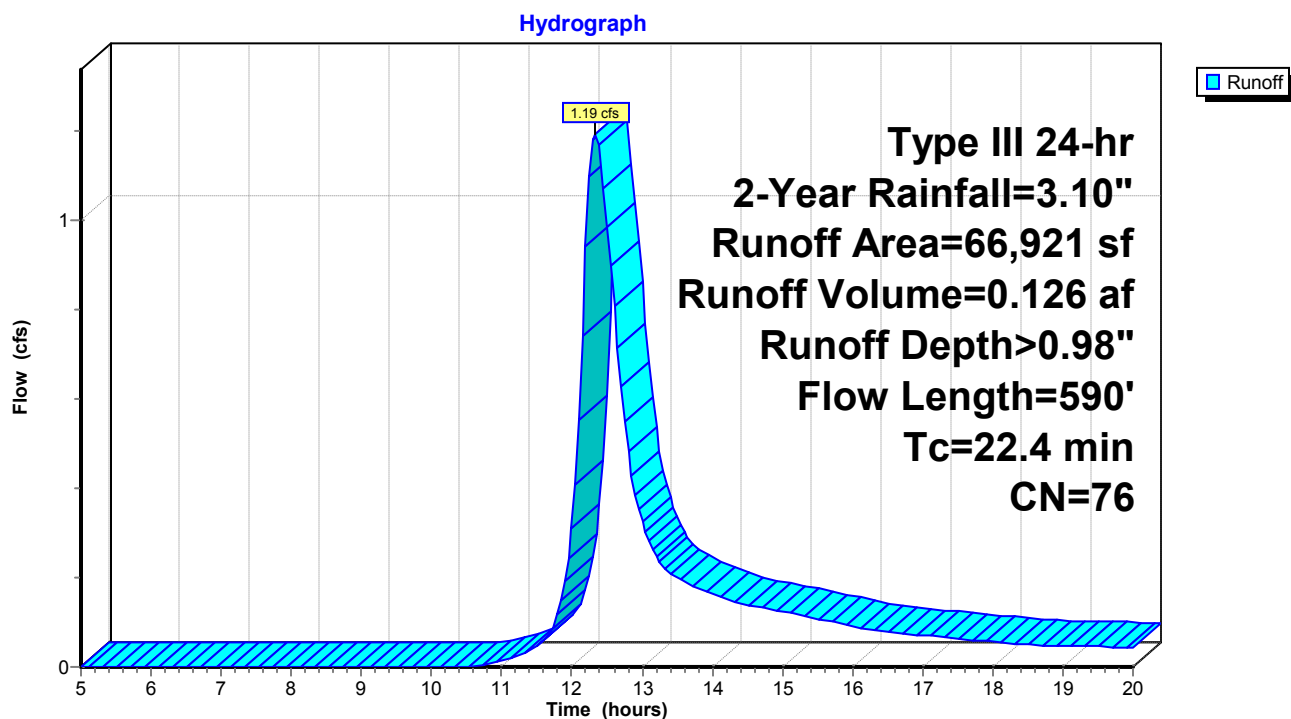
Summary for Subcatchment 1S: Existing Site

Runoff = 1.19 cfs @ 12.33 hrs, Volume= 0.126 af, Depth> 0.98"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
Type III 24-hr 2-Year Rainfall=3.10"

Area (sf)	CN	Description
66,473	76	Woods/grass comb., Fair, HSG C
448	98	Paved parking, HSG C
66,921	76	Weighted Average
66,473		99.33% Pervious Area
448		0.67% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
10.7	50	0.0300	0.08		Sheet Flow, A to B
					Woods: Light underbrush n= 0.400 P2= 3.10"
3.3	185	0.0350	0.94		Shallow Concentrated Flow, B to C
					Woodland Kv= 5.0 fps
8.4	355	0.0200	0.71		Shallow Concentrated Flow, C to D
					Woodland Kv= 5.0 fps
22.4	590	Total			

Subcatchment 1S: Existing Site

Summary for Subcatchment 2S: Existing Site

Runoff = 0.17 cfs @ 12.12 hrs, Volume= 0.013 af, Depth> 0.99"

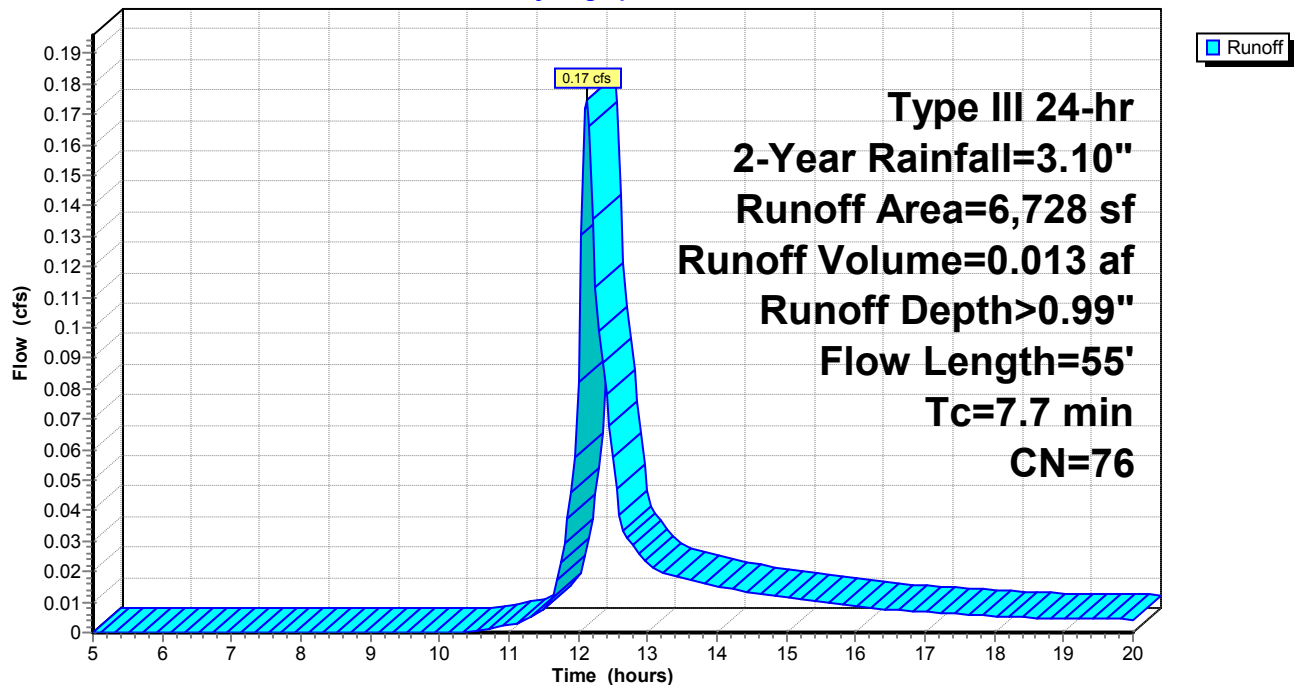
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
Type III 24-hr 2-Year Rainfall=3.10"

Area (sf)	CN	Description
6,728	76	Woods/grass comb., Fair, HSG C
6,728		100.00% Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
7.6	50	0.0700	0.11		Sheet Flow, A to B
					Woods: Light underbrush n= 0.400 P2= 3.10"
0.1	5	0.0350	0.94		Shallow Concentrated Flow, B to C
					Woodland Kv= 5.0 fps
7.7	55	Total			

Subcatchment 2S: Existing Site

Hydrograph



Summary for Subcatchment 3S: Existing Site

Runoff = 0.28 cfs @ 12.23 hrs, Volume= 0.025 af, Depth> 0.99"

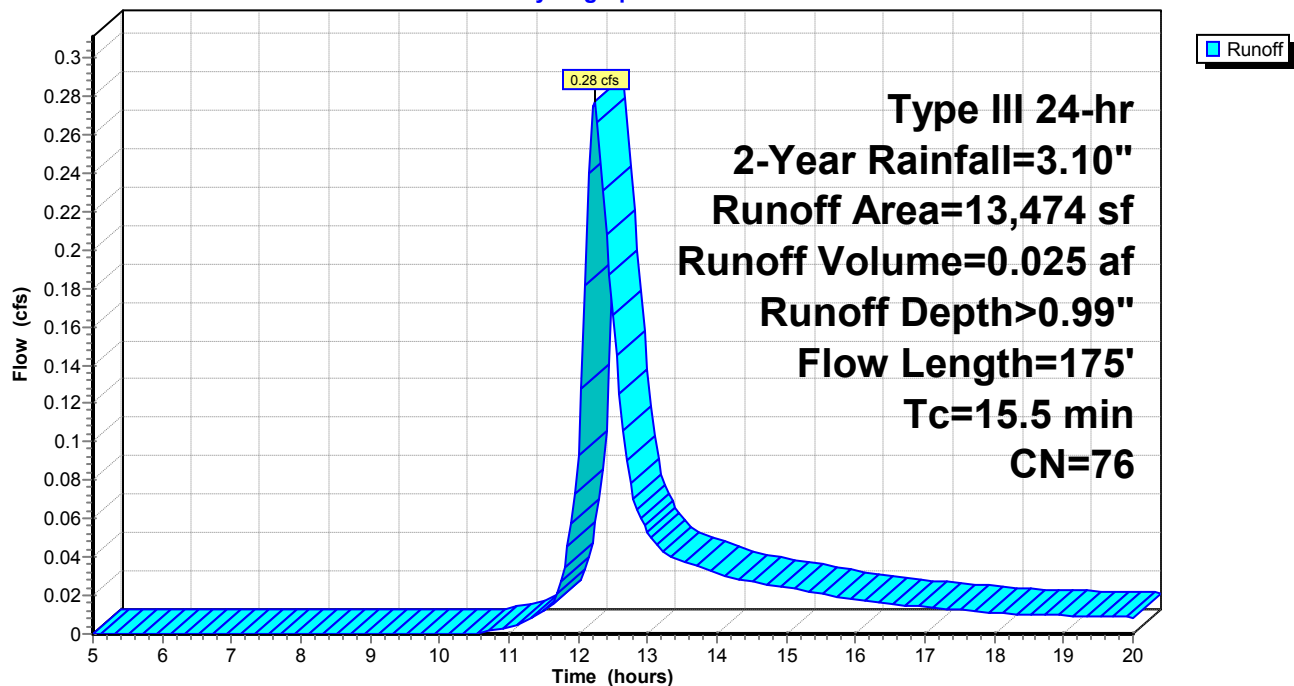
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
Type III 24-hr 2-Year Rainfall=3.10"

Area (sf)	CN	Description
13,452	76	Woods/grass comb., Fair, HSG C
22	98	Paved parking, HSG C
13,474	76	Weighted Average
13,452		99.84% Pervious Area
22		0.16% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
12.5	50	0.0200	0.07		Sheet Flow, A to B
					Woods: Light underbrush n= 0.400 P2= 3.10"
2.9	115	0.0180	0.67		Shallow Concentrated Flow, B To C
					Woodland Kv= 5.0 fps
0.1	10	0.0180	2.72		Shallow Concentrated Flow, C To D
					Paved Kv= 20.3 fps
15.5	175	Total			

Subcatchment 3S: Existing Site

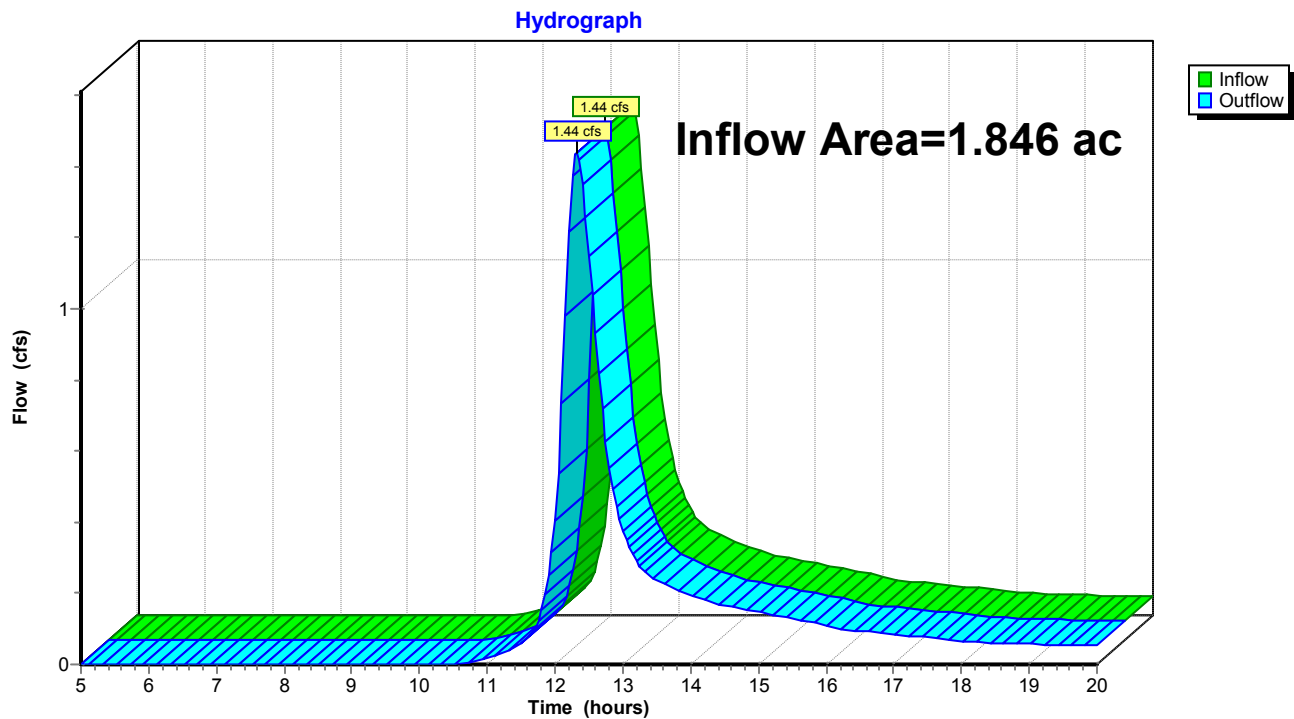
Hydrograph



Summary for Reach SP1: Exist CB7

Inflow Area = 1.846 ac, 0.58% Impervious, Inflow Depth > 0.98" for 2-Year event
Inflow = 1.44 cfs @ 12.32 hrs, Volume= 0.151 af
Outflow = 1.44 cfs @ 12.32 hrs, Volume= 0.151 af, Atten= 0%, Lag= 0.0 min

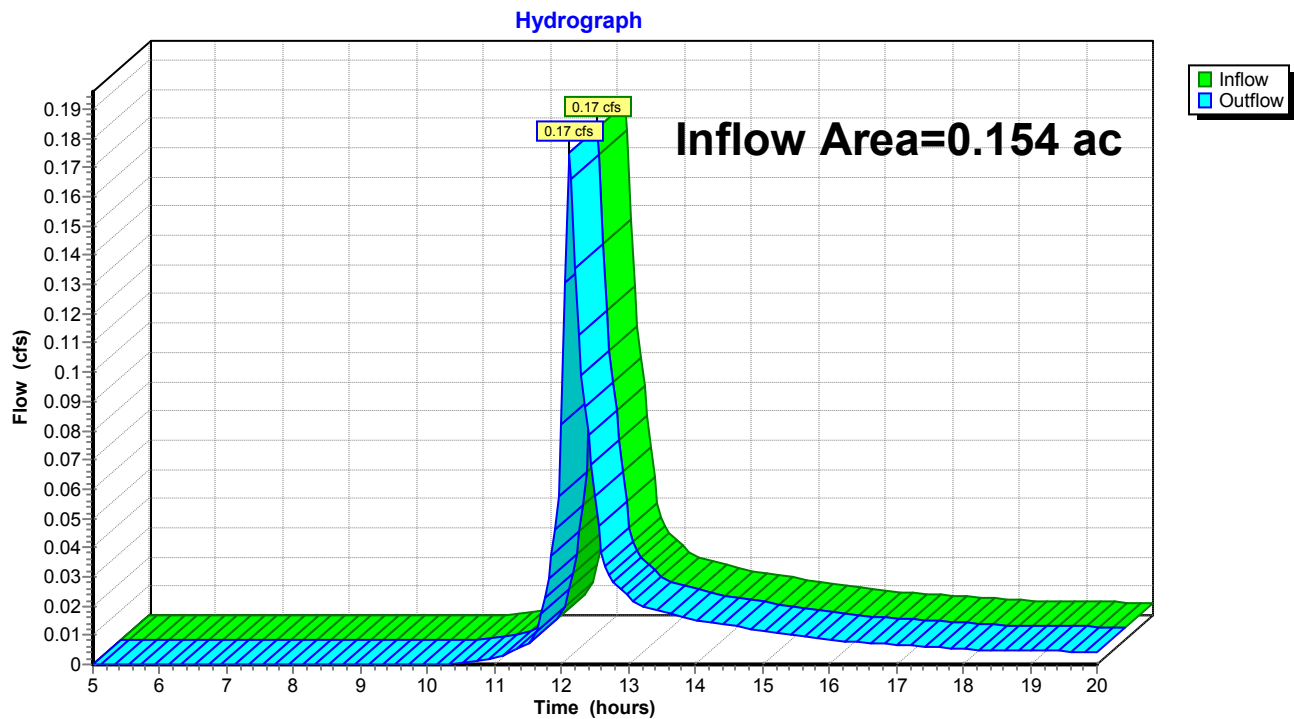
Routing by Stor-Ind+Trans method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs

Reach SP1: Exist CB7

Summary for Reach SP2: To Detention Pond

Inflow Area = 0.154 ac, 0.00% Impervious, Inflow Depth > 0.99" for 2-Year event
Inflow = 0.17 cfs @ 12.12 hrs, Volume= 0.013 af
Outflow = 0.17 cfs @ 12.12 hrs, Volume= 0.013 af, Atten= 0%, Lag= 0.0 min

Routing by Stor-Ind+Trans method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs

Reach SP2: To Detention Pond

Summary for Pond DH86: Exist CB

Inflow Area = 1.536 ac, 0.67% Impervious, Inflow Depth > 0.98" for 2-Year event
 Inflow = 1.19 cfs @ 12.33 hrs, Volume= 0.126 af
 Outflow = 1.19 cfs @ 12.33 hrs, Volume= 0.126 af, Atten= 0%, Lag= 0.0 min
 Primary = 1.19 cfs @ 12.33 hrs, Volume= 0.126 af

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs

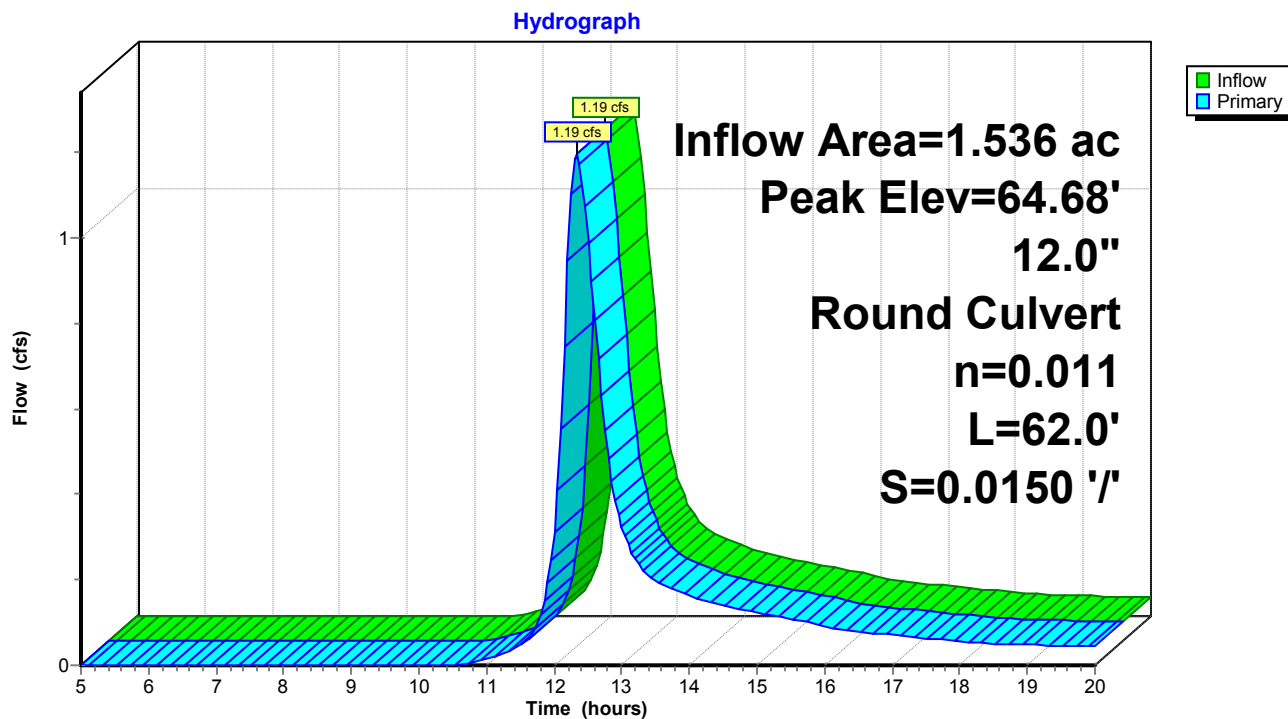
Peak Elev= 64.68' @ 12.33 hrs

Flood Elev= 71.80'

Device	Routing	Invert	Outlet Devices
#1	Primary	64.11'	12.0" Round Culvert L= 62.0' CMP, square edge headwall, Ke= 0.500 Inlet / Outlet Invert= 64.11' / 63.18' S= 0.0150 '/ Cc= 0.900 n= 0.011 Concrete pipe, straight & clean, Flow Area= 0.79 sf

Primary OutFlow Max=1.19 cfs @ 12.33 hrs HW=64.68' (Free Discharge)

↑1=Culvert (Inlet Controls 1.19 cfs @ 2.57 fps)

Pond DH86: Exist CB

Time span=5.00-20.00 hrs, dt=0.05 hrs, 301 points
 Runoff by SCS TR-20 method, UH=SCS, Weighted-CN
 Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment 1S: Existing Site

Runoff Area=66,921 sf 0.67% Impervious Runoff Depth>2.04"
 Flow Length=590' Tc=22.4 min CN=76 Runoff=2.54 cfs 0.261 af

Subcatchment 2S: Existing Site

Runoff Area=6,728 sf 0.00% Impervious Runoff Depth>2.05"
 Flow Length=55' Tc=7.7 min CN=76 Runoff=0.37 cfs 0.026 af

Subcatchment 3S: Existing Site

Runoff Area=13,474 sf 0.16% Impervious Runoff Depth>2.04"
 Flow Length=175' Tc=15.5 min CN=76 Runoff=0.59 cfs 0.053 af

Reach SP1: Exist CB7

Inflow=3.06 cfs 0.313 af
 Outflow=3.06 cfs 0.313 af

Reach SP2: To Detention Pond

Inflow=0.37 cfs 0.026 af
 Outflow=0.37 cfs 0.026 af

Pond DH86: Exist CB

Peak Elev=65.06' Inflow=2.54 cfs 0.261 af
 12.0" Round Culvert n=0.011 L=62.0' S=0.0150 '/' Outflow=2.54 cfs 0.261 af

Total Runoff Area = 2.000 ac Runoff Volume = 0.340 af Average Runoff Depth = 2.04"
99.46% Pervious = 1.989 ac 0.54% Impervious = 0.011 ac

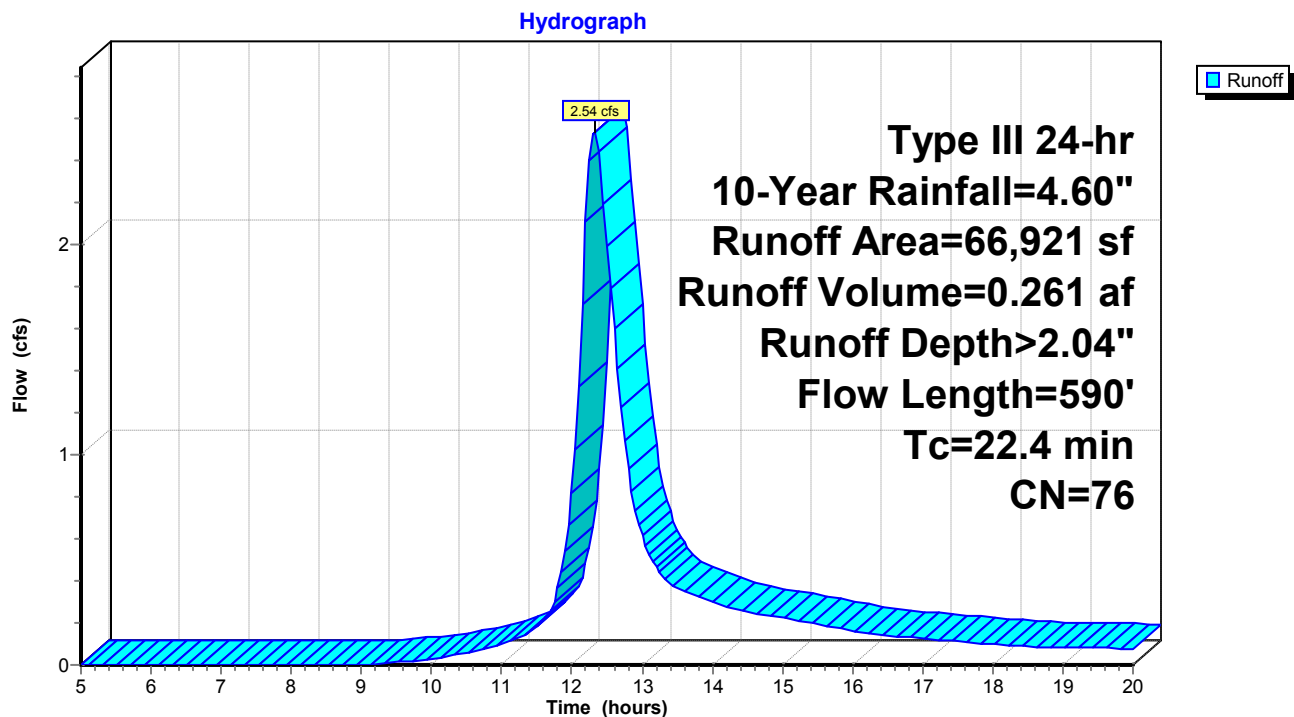
Summary for Subcatchment 1S: Existing Site

Runoff = 2.54 cfs @ 12.32 hrs, Volume= 0.261 af, Depth> 2.04"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
Type III 24-hr 10-Year Rainfall=4.60"

Area (sf)	CN	Description
66,473	76	Woods/grass comb., Fair, HSG C
448	98	Paved parking, HSG C
66,921	76	Weighted Average
66,473		99.33% Pervious Area
448		0.67% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
10.7	50	0.0300	0.08		Sheet Flow, A to B
					Woods: Light underbrush n= 0.400 P2= 3.10"
3.3	185	0.0350	0.94		Shallow Concentrated Flow, B to C
					Woodland Kv= 5.0 fps
8.4	355	0.0200	0.71		Shallow Concentrated Flow, C to D
					Woodland Kv= 5.0 fps
22.4	590	Total			

Subcatchment 1S: Existing Site

Summary for Subcatchment 2S: Existing Site

Runoff = 0.37 cfs @ 12.11 hrs, Volume= 0.026 af, Depth> 2.05"

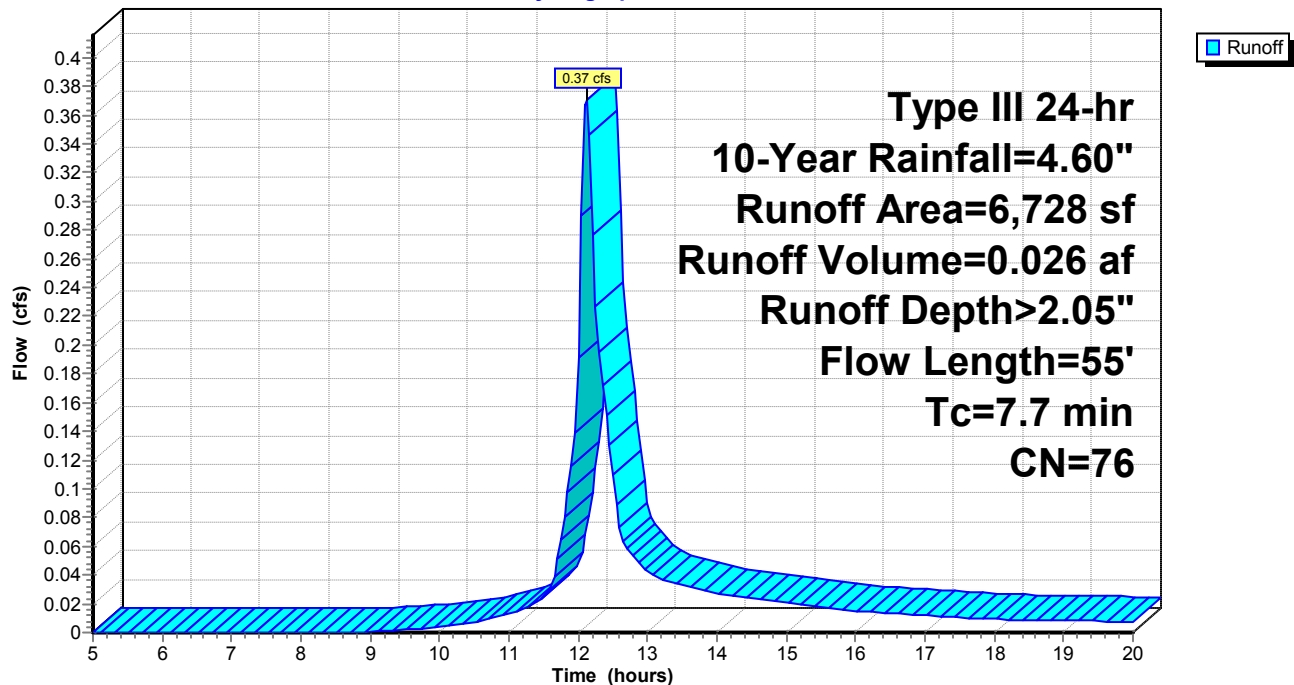
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
Type III 24-hr 10-Year Rainfall=4.60"

Area (sf)	CN	Description
6,728	76	Woods/grass comb., Fair, HSG C
6,728		100.00% Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
7.6	50	0.0700	0.11		Sheet Flow, A to B
					Woods: Light underbrush n= 0.400 P2= 3.10"
0.1	5	0.0350	0.94		Shallow Concentrated Flow, B to C
					Woodland Kv= 5.0 fps
7.7	55	Total			

Subcatchment 2S: Existing Site

Hydrograph



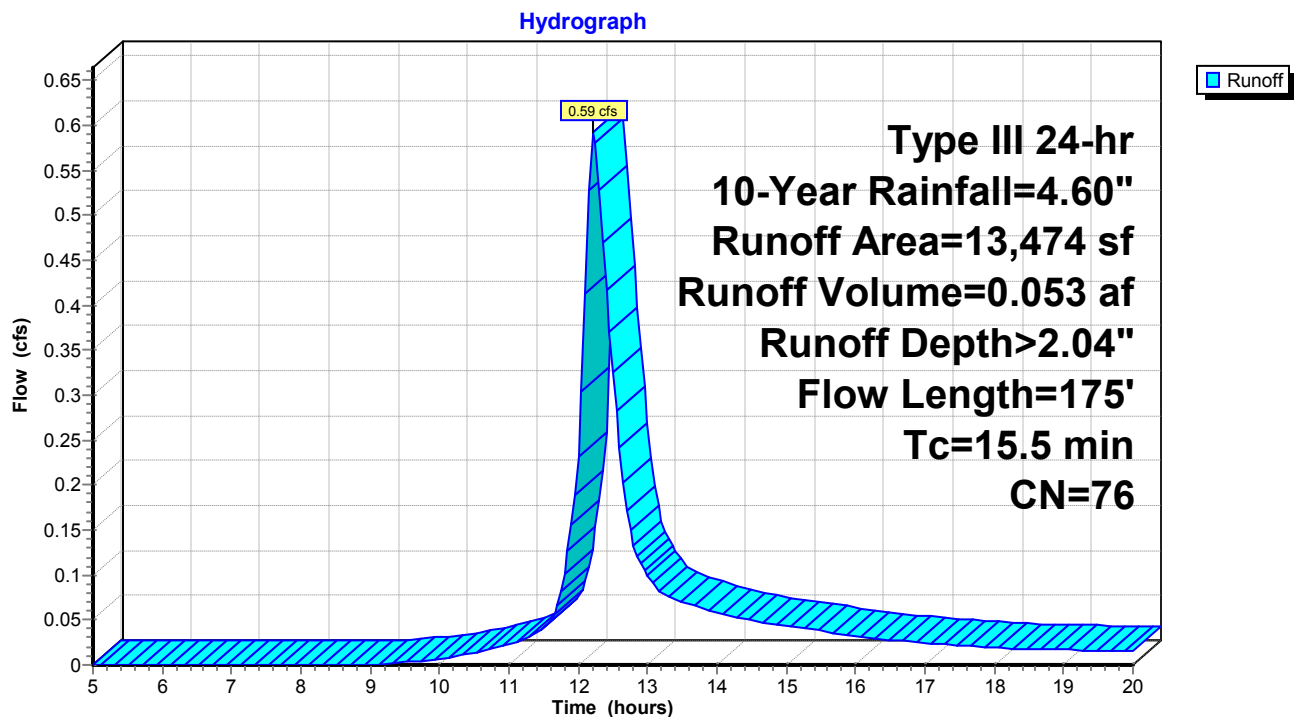
Summary for Subcatchment 3S: Existing Site

Runoff = 0.59 cfs @ 12.22 hrs, Volume= 0.053 af, Depth> 2.04"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
Type III 24-hr 10-Year Rainfall=4.60"

Area (sf)	CN	Description
13,452	76	Woods/grass comb., Fair, HSG C
22	98	Paved parking, HSG C
13,474	76	Weighted Average
13,452		99.84% Pervious Area
22		0.16% Impervious Area

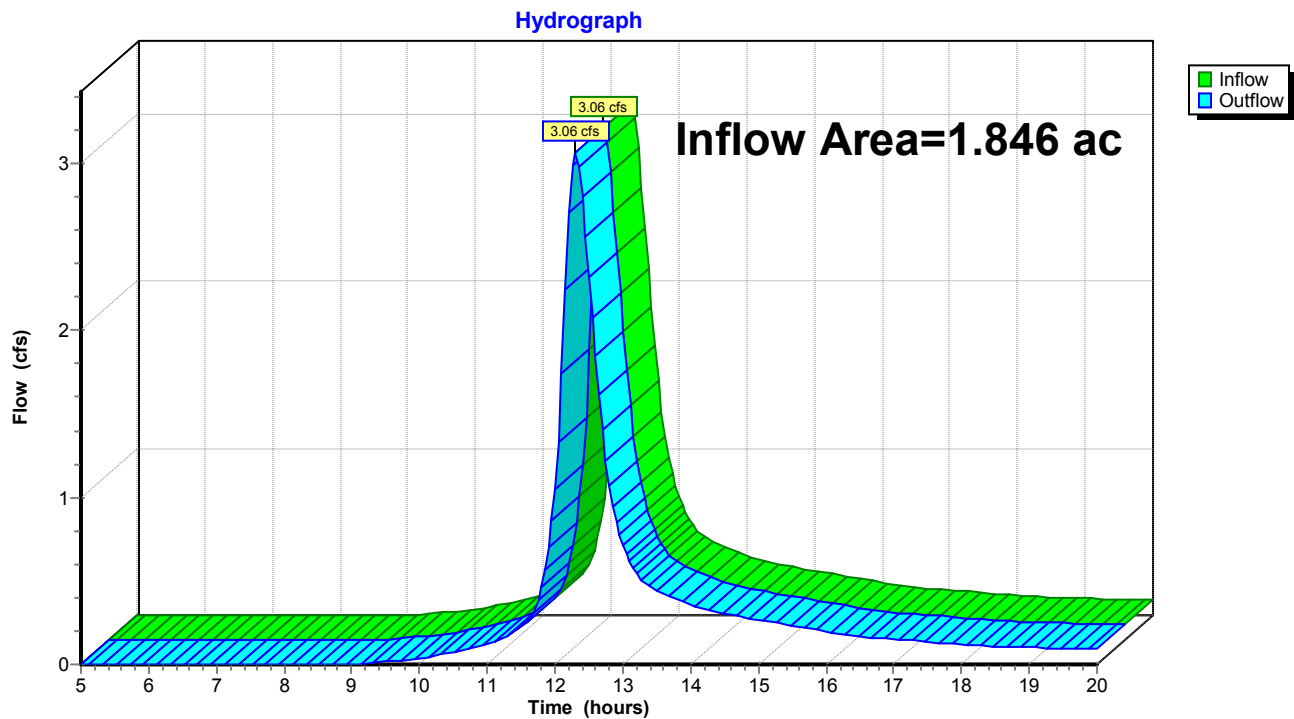
Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
12.5	50	0.0200	0.07		Sheet Flow, A to B
					Woods: Light underbrush n= 0.400 P2= 3.10"
2.9	115	0.0180	0.67		Shallow Concentrated Flow, B To C
					Woodland Kv= 5.0 fps
0.1	10	0.0180	2.72		Shallow Concentrated Flow, C To D
					Paved Kv= 20.3 fps
15.5	175	Total			

Subcatchment 3S: Existing Site

Summary for Reach SP1: Exist CB7

Inflow Area = 1.846 ac, 0.58% Impervious, Inflow Depth > 2.04" for 10-Year event
Inflow = 3.06 cfs @ 12.30 hrs, Volume= 0.313 af
Outflow = 3.06 cfs @ 12.30 hrs, Volume= 0.313 af, Atten= 0%, Lag= 0.0 min

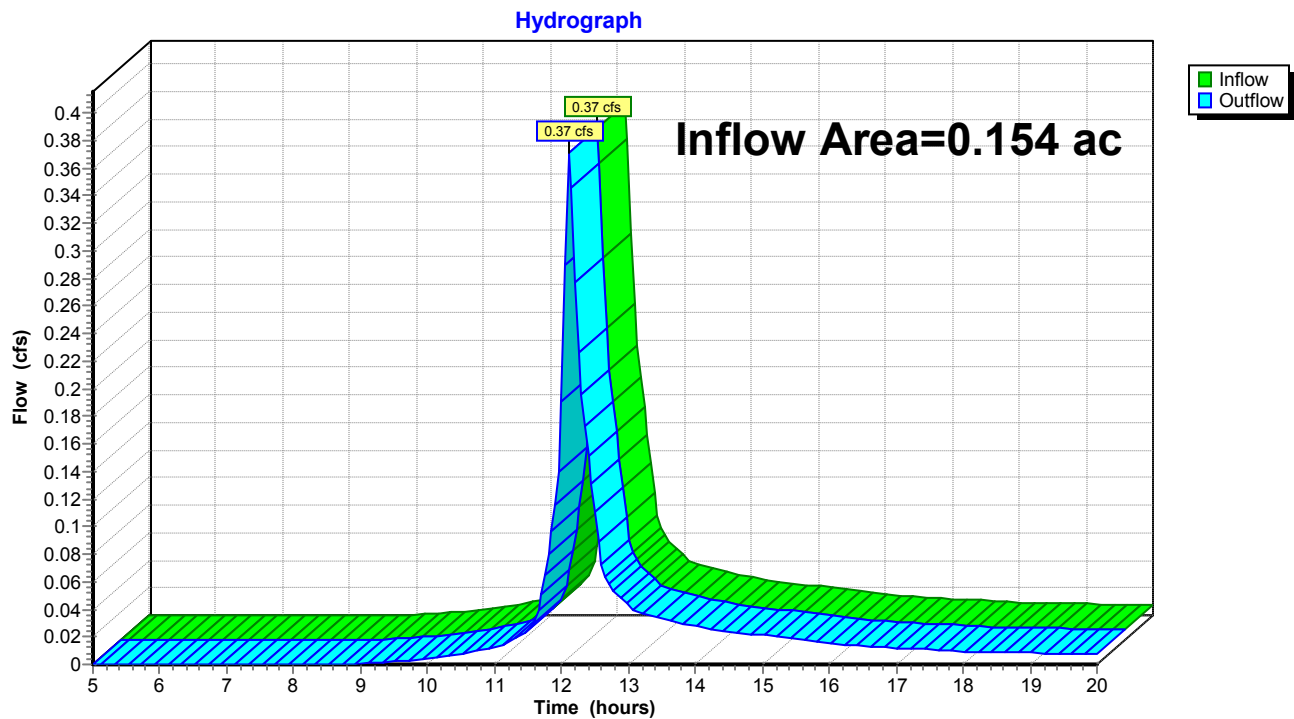
Routing by Stor-Ind+Trans method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs

Reach SP1: Exist CB7

Summary for Reach SP2: To Detention Pond

Inflow Area = 0.154 ac, 0.00% Impervious, Inflow Depth > 2.05" for 10-Year event
Inflow = 0.37 cfs @ 12.11 hrs, Volume= 0.026 af
Outflow = 0.37 cfs @ 12.11 hrs, Volume= 0.026 af, Atten= 0%, Lag= 0.0 min

Routing by Stor-Ind+Trans method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs

Reach SP2: To Detention Pond

Summary for Pond DH86: Exist CB

Inflow Area = 1.536 ac, 0.67% Impervious, Inflow Depth > 2.04" for 10-Year event
 Inflow = 2.54 cfs @ 12.32 hrs, Volume= 0.261 af
 Outflow = 2.54 cfs @ 12.32 hrs, Volume= 0.261 af, Atten= 0%, Lag= 0.0 min
 Primary = 2.54 cfs @ 12.32 hrs, Volume= 0.261 af

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs

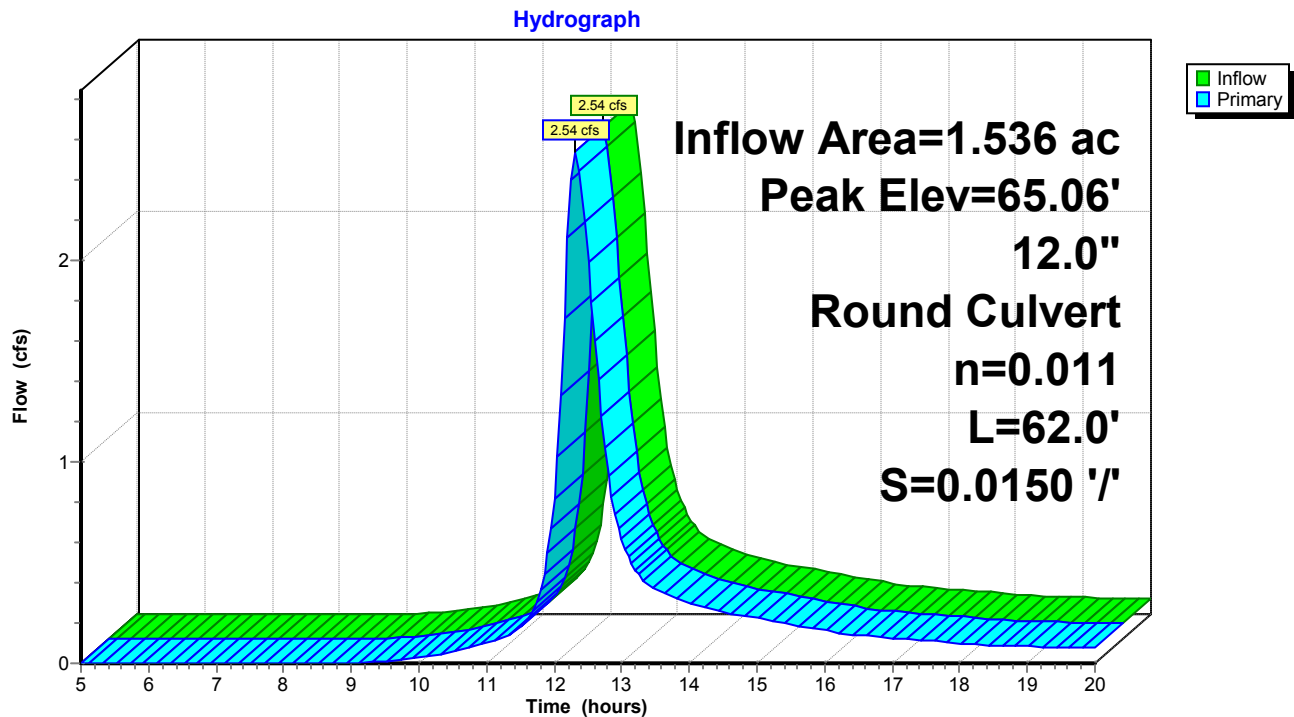
Peak Elev= 65.06' @ 12.32 hrs

Flood Elev= 71.80'

Device	Routing	Invert	Outlet Devices
#1	Primary	64.11'	12.0" Round Culvert L= 62.0' CMP, square edge headwall, Ke= 0.500 Inlet / Outlet Invert= 64.11' / 63.18' S= 0.0150 '/ Cc= 0.900 n= 0.011 Concrete pipe, straight & clean, Flow Area= 0.79 sf

Primary OutFlow Max=2.53 cfs @ 12.32 hrs HW=65.05' (Free Discharge)

↑1=Culvert (Inlet Controls 2.53 cfs @ 3.30 fps)

Pond DH86: Exist CB

Time span=5.00-20.00 hrs, dt=0.05 hrs, 301 points
 Runoff by SCS TR-20 method, UH=SCS, Weighted-CN
 Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment 1S: Existing Site

Runoff Area=66,921 sf 0.67% Impervious Runoff Depth>2.97"
 Flow Length=590' Tc=22.4 min CN=76 Runoff=3.71 cfs 0.381 af

Subcatchment 2S: Existing Site

Runoff Area=6,728 sf 0.00% Impervious Runoff Depth>2.99"
 Flow Length=55' Tc=7.7 min CN=76 Runoff=0.54 cfs 0.038 af

Subcatchment 3S: Existing Site

Runoff Area=13,474 sf 0.16% Impervious Runoff Depth>2.98"
 Flow Length=175' Tc=15.5 min CN=76 Runoff=0.87 cfs 0.077 af

Reach SP1: Exist CB7

Inflow=4.47 cfs 0.458 af
 Outflow=4.47 cfs 0.458 af

Reach SP2: To Detention Pond

Inflow=0.54 cfs 0.038 af
 Outflow=0.54 cfs 0.038 af

Pond DH86: Exist CB

Peak Elev=65.57' Inflow=3.71 cfs 0.381 af
 12.0" Round Culvert n=0.011 L=62.0' S=0.0150 '/' Outflow=3.71 cfs 0.381 af

Total Runoff Area = 2.000 ac Runoff Volume = 0.496 af Average Runoff Depth = 2.98"
99.46% Pervious = 1.989 ac 0.54% Impervious = 0.011 ac

Summary for Subcatchment 1S: Existing Site

Runoff = 3.71 cfs @ 12.31 hrs, Volume= 0.381 af, Depth> 2.97"

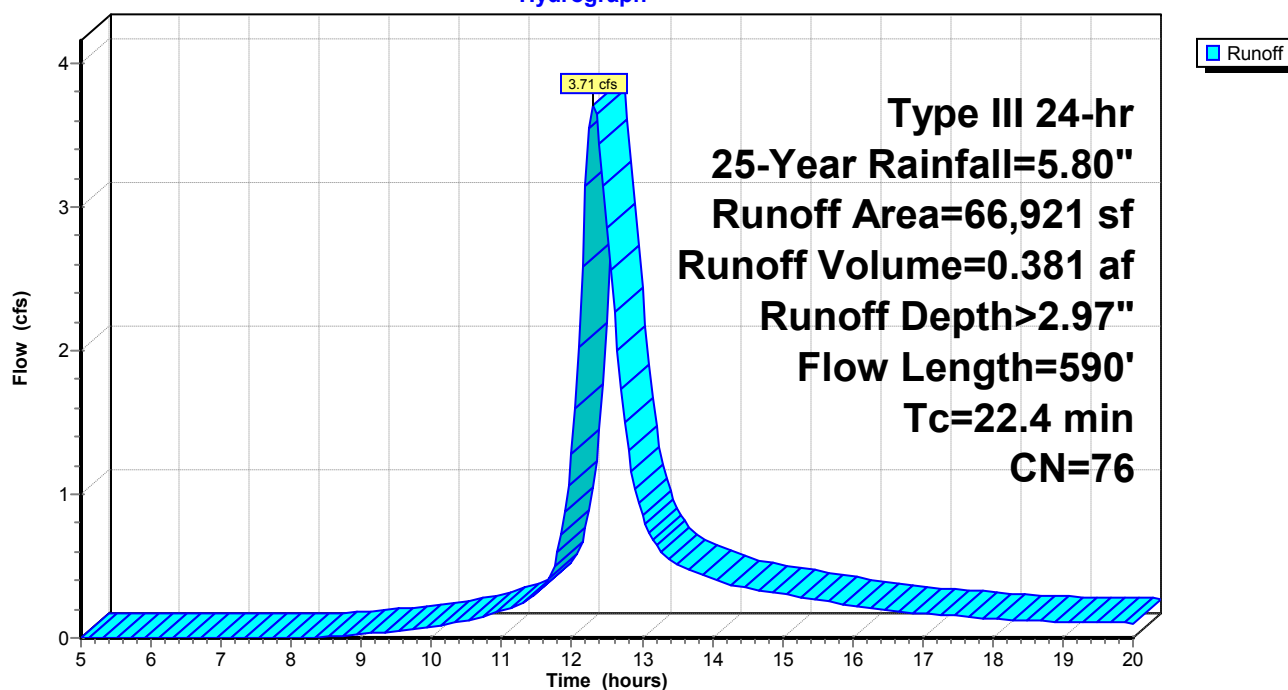
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
Type III 24-hr 25-Year Rainfall=5.80"

Area (sf)	CN	Description
66,473	76	Woods/grass comb., Fair, HSG C
448	98	Paved parking, HSG C
66,921	76	Weighted Average
66,473		99.33% Pervious Area
448		0.67% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
10.7	50	0.0300	0.08		Sheet Flow, A to B
					Woods: Light underbrush n= 0.400 P2= 3.10"
3.3	185	0.0350	0.94		Shallow Concentrated Flow, B to C
					Woodland Kv= 5.0 fps
8.4	355	0.0200	0.71		Shallow Concentrated Flow, C to D
					Woodland Kv= 5.0 fps
22.4	590	Total			

Subcatchment 1S: Existing Site

Hydrograph



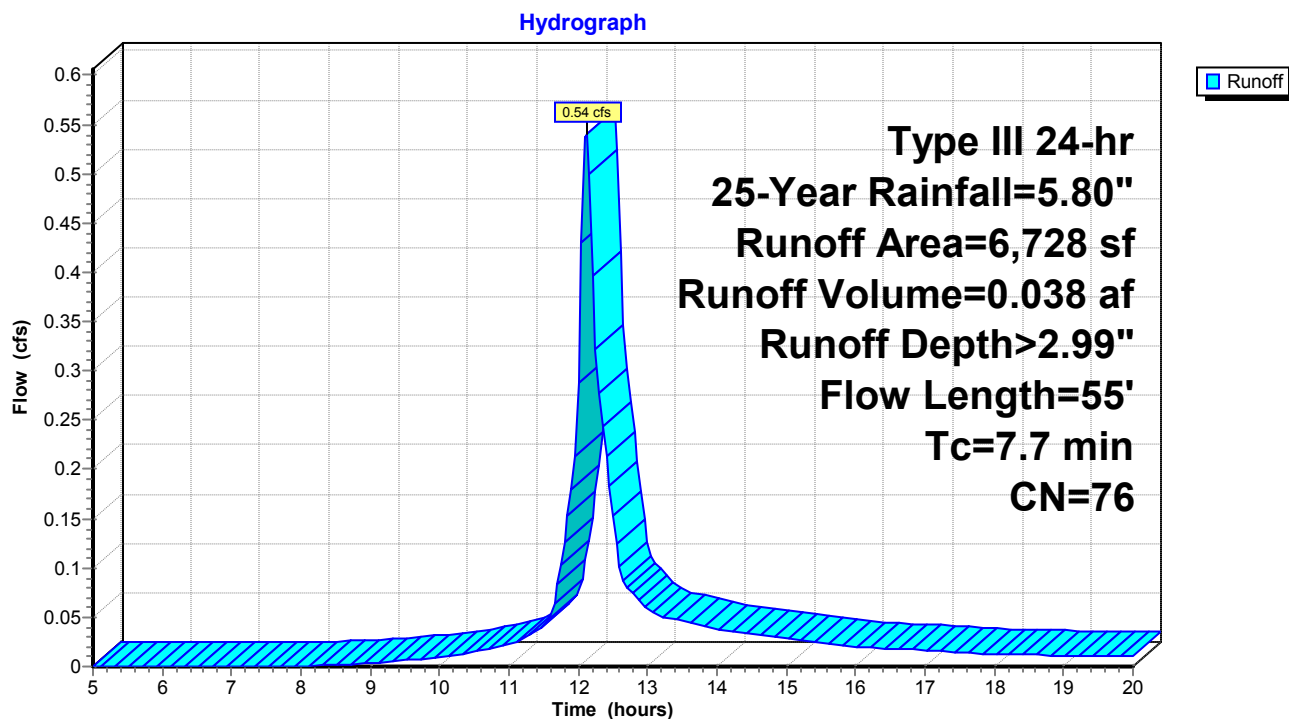
Summary for Subcatchment 2S: Existing Site

Runoff = 0.54 cfs @ 12.11 hrs, Volume= 0.038 af, Depth> 2.99"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
Type III 24-hr 25-Year Rainfall=5.80"

Area (sf)	CN	Description
6,728	76	Woods/grass comb., Fair, HSG C
6,728		100.00% Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
7.6	50	0.0700	0.11		Sheet Flow, A to B
					Woods: Light underbrush n= 0.400 P2= 3.10"
0.1	5	0.0350	0.94		Shallow Concentrated Flow, B to C
					Woodland Kv= 5.0 fps
7.7	55	Total			

Subcatchment 2S: Existing Site

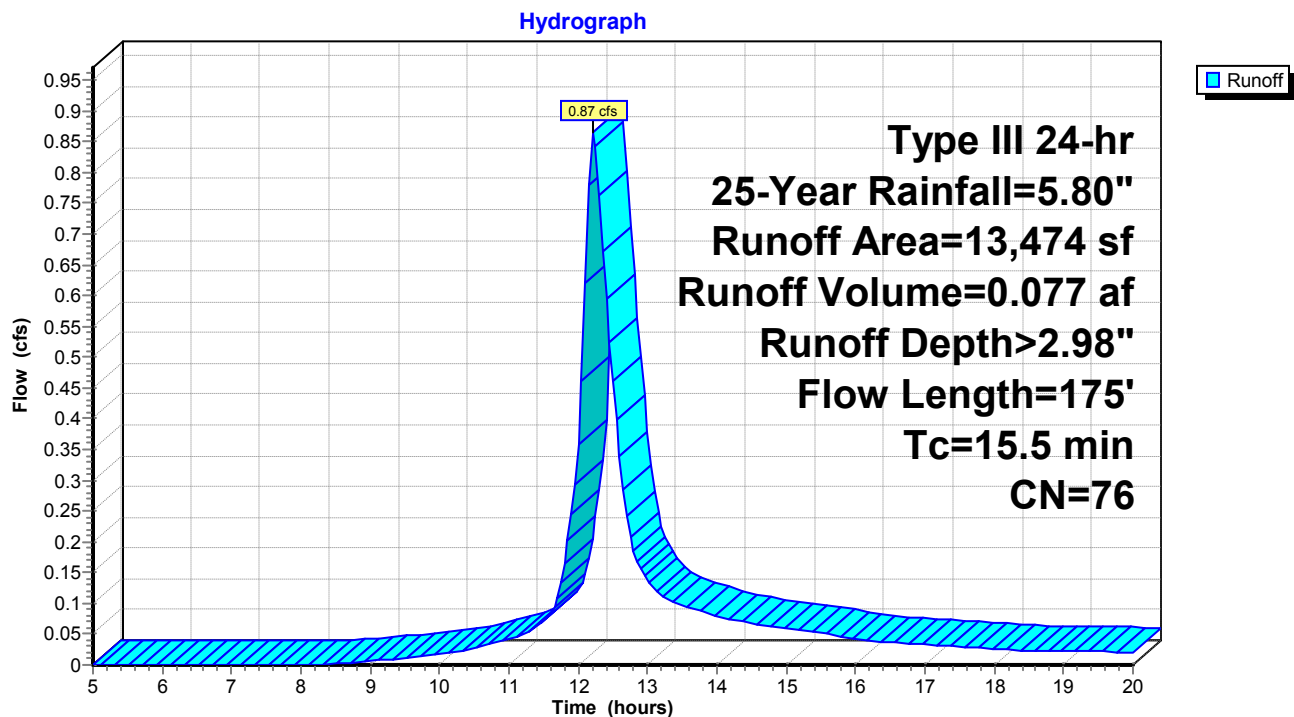
Summary for Subcatchment 3S: Existing Site

Runoff = 0.87 cfs @ 12.22 hrs, Volume= 0.077 af, Depth> 2.98"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
Type III 24-hr 25-Year Rainfall=5.80"

Area (sf)	CN	Description
13,452	76	Woods/grass comb., Fair, HSG C
22	98	Paved parking, HSG C
13,474	76	Weighted Average
13,452		99.84% Pervious Area
22		0.16% Impervious Area

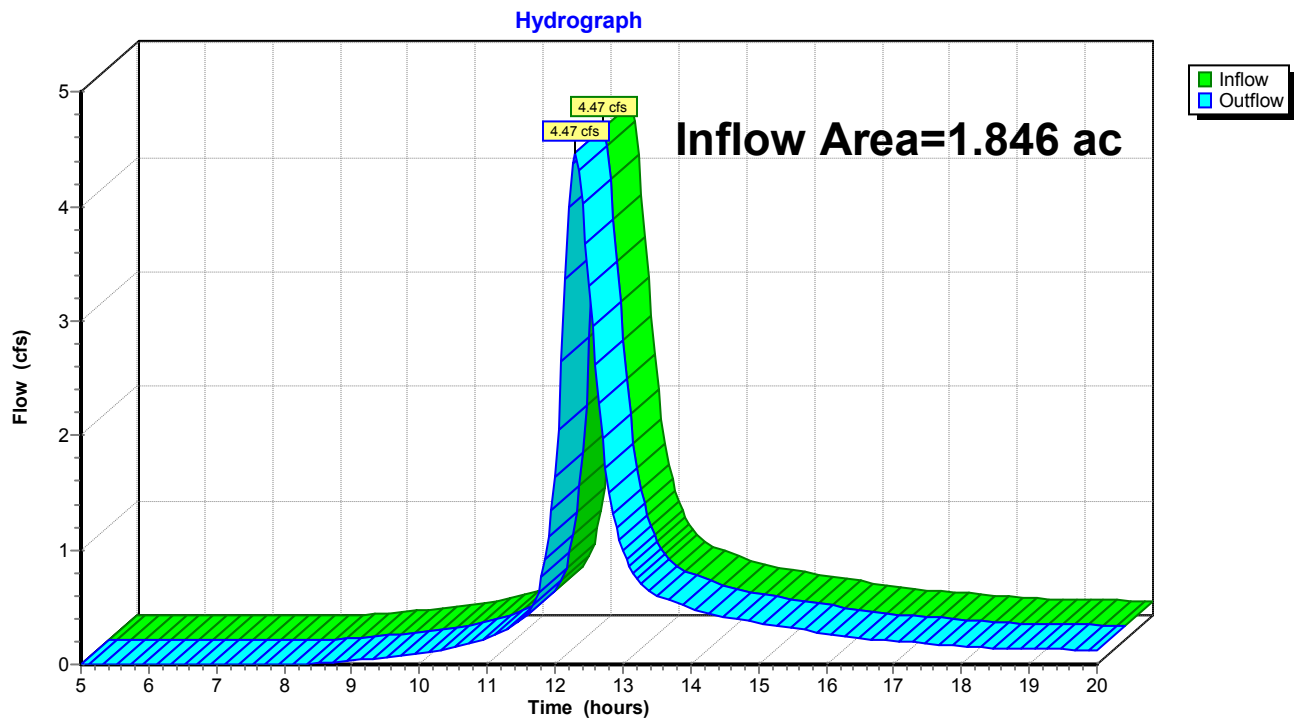
Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
12.5	50	0.0200	0.07		Sheet Flow, A to B Woods: Light underbrush n= 0.400 P2= 3.10"
2.9	115	0.0180	0.67		Shallow Concentrated Flow, B To C Woodland Kv= 5.0 fps
0.1	10	0.0180	2.72		Shallow Concentrated Flow, C To D Paved Kv= 20.3 fps
15.5	175	Total			

Subcatchment 3S: Existing Site

Summary for Reach SP1: Exist CB7

Inflow Area = 1.846 ac, 0.58% Impervious, Inflow Depth > 2.98" for 25-Year event
Inflow = 4.47 cfs @ 12.29 hrs, Volume= 0.458 af
Outflow = 4.47 cfs @ 12.29 hrs, Volume= 0.458 af, Atten= 0%, Lag= 0.0 min

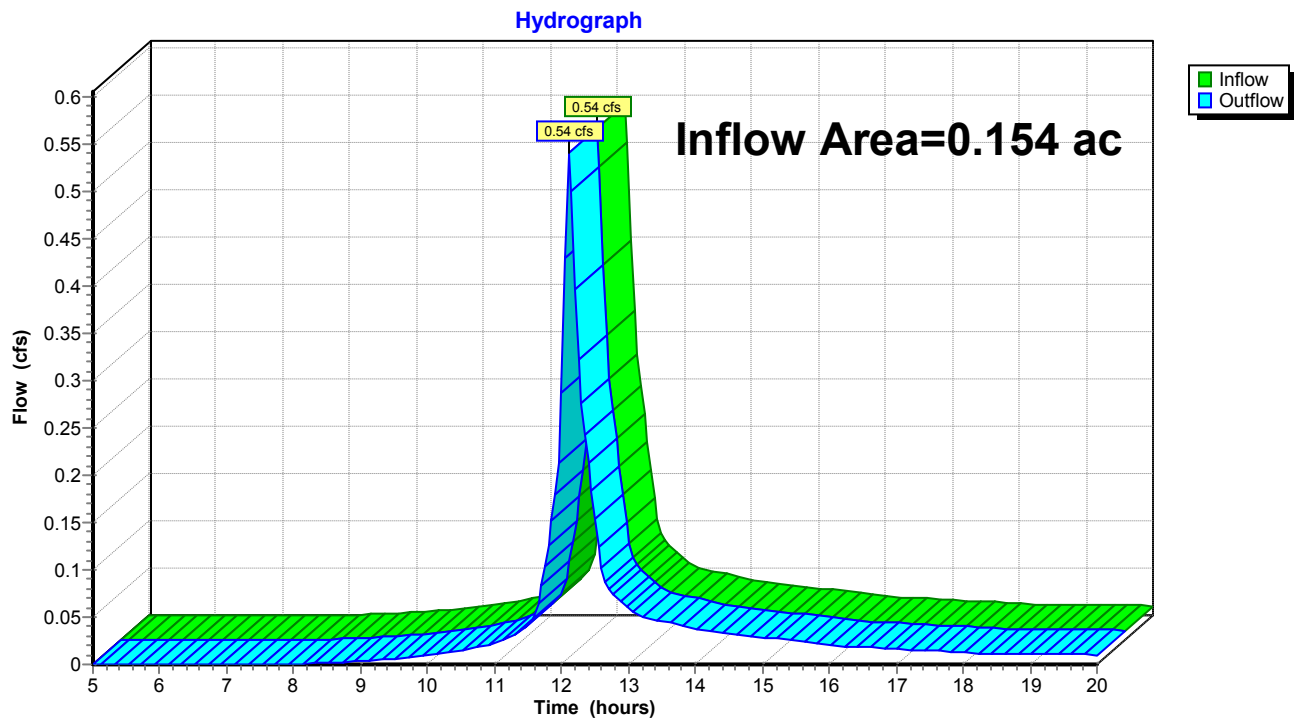
Routing by Stor-Ind+Trans method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs

Reach SP1: Exist CB7

Summary for Reach SP2: To Detention Pond

Inflow Area = 0.154 ac, 0.00% Impervious, Inflow Depth > 2.99" for 25-Year event
Inflow = 0.54 cfs @ 12.11 hrs, Volume= 0.038 af
Outflow = 0.54 cfs @ 12.11 hrs, Volume= 0.038 af, Atten= 0%, Lag= 0.0 min

Routing by Stor-Ind+Trans method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs

Reach SP2: To Detention Pond

Summary for Pond DH86: Exist CB

Inflow Area = 1.536 ac, 0.67% Impervious, Inflow Depth > 2.97" for 25-Year event
 Inflow = 3.71 cfs @ 12.31 hrs, Volume= 0.381 af
 Outflow = 3.71 cfs @ 12.31 hrs, Volume= 0.381 af, Atten= 0%, Lag= 0.0 min
 Primary = 3.71 cfs @ 12.31 hrs, Volume= 0.381 af

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs

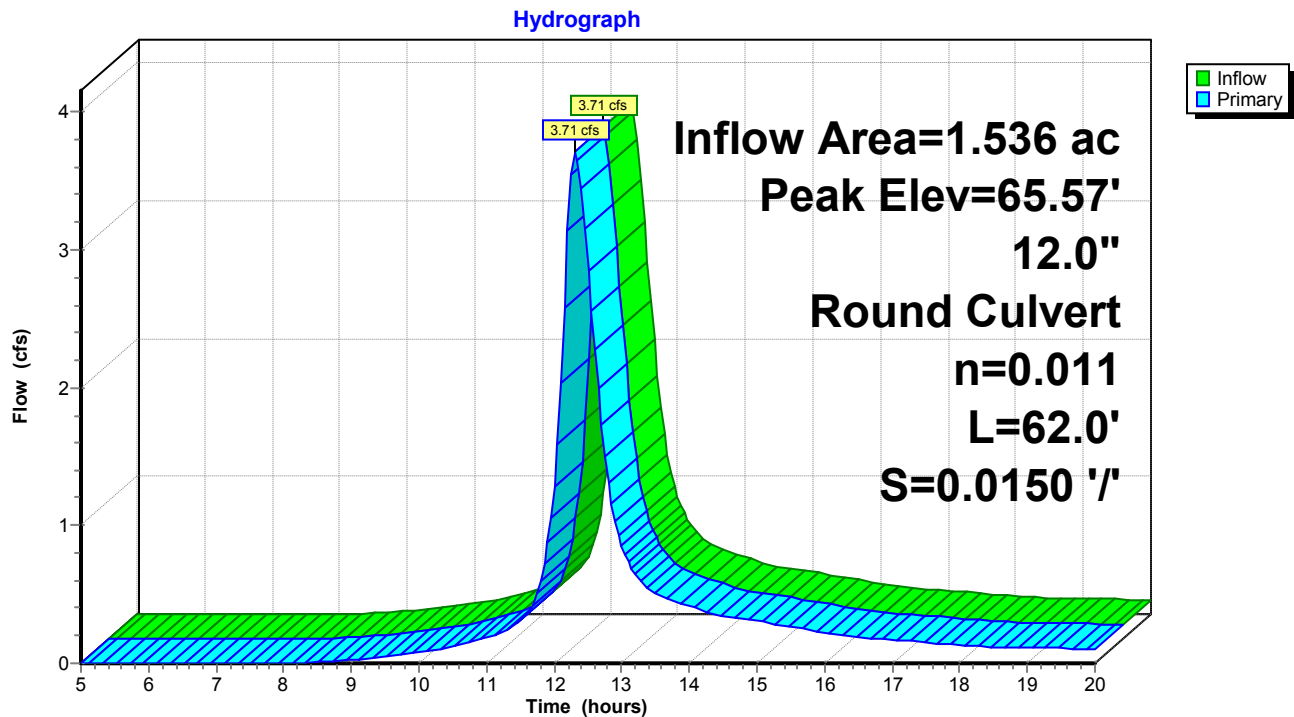
Peak Elev= 65.57' @ 12.31 hrs

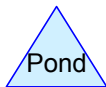
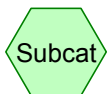
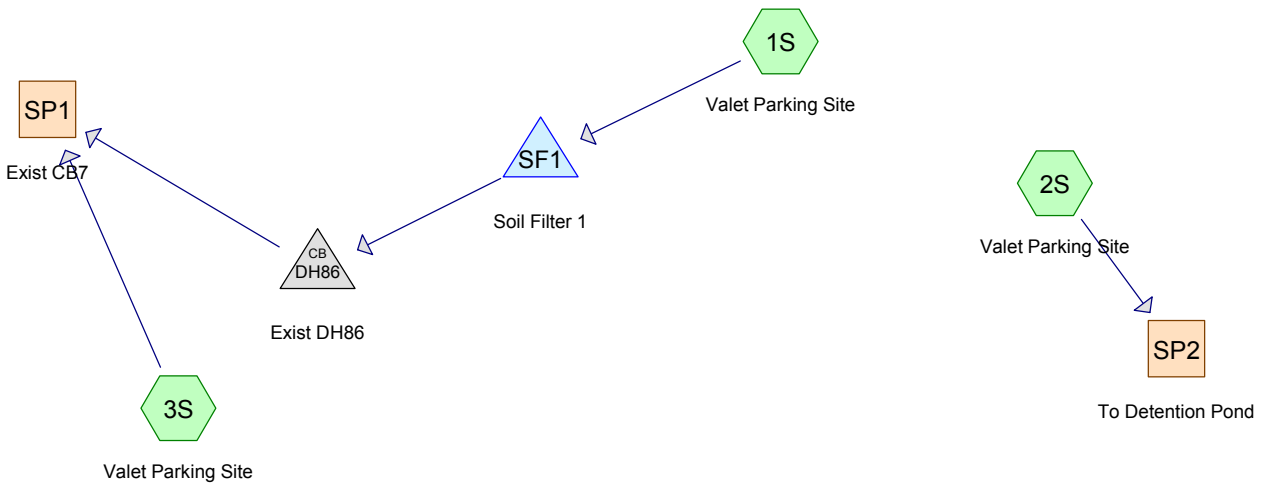
Flood Elev= 71.80'

Device	Routing	Invert	Outlet Devices
#1	Primary	64.11'	12.0" Round Culvert L= 62.0' CMP, square edge headwall, Ke= 0.500 Inlet / Outlet Invert= 64.11' / 63.18' S= 0.0150 '/' Cc= 0.900 n= 0.011 Concrete pipe, straight & clean, Flow Area= 0.79 sf

Primary OutFlow Max=3.69 cfs @ 12.31 hrs HW=65.56' (Free Discharge)

↑1=Culvert (Inlet Controls 3.69 cfs @ 4.70 fps)

Pond DH86: Exist CB



Routing Diagram for 88125-Post April 2017

Prepared by {enter your company name here}, Printed 4/26/2017
HydroCAD® 10.00-15 s/n 01856 © 2015 HydroCAD Software Solutions LLC

88125-Post April 2017

Prepared by {enter your company name here}

Printed 4/26/2017

HydroCAD® 10.00-15 s/n 01856 © 2015 HydroCAD Software Solutions LLC

Page 2

Area Listing (all nodes)

Area (acres)	CN	Description (subcatchment-numbers)
0.931	79	50-75% Grass cover, Fair, HSG C (1S, 2S, 3S)
1.069	98	Paved parking, HSG C (1S, 2S, 3S)
2.000	89	TOTAL AREA

88125-Post April 2017

Prepared by {enter your company name here}

Printed 4/26/2017

HydroCAD® 10.00-15 s/n 01856 © 2015 HydroCAD Software Solutions LLC

Page 3

Soil Listing (all nodes)

Area (acres)	Soil Group	Subcatchment Numbers
0.000	HSG A	
0.000	HSG B	
2.000	HSG C	1S, 2S, 3S
0.000	HSG D	
0.000	Other	
2.000		TOTAL AREA

Time span=5.00-20.00 hrs, dt=0.01 hrs, 1501 points
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment 1S: Valet Parking Site Runoff Area=74,272 sf 59.49% Impervious Runoff Depth>1.95"
Flow Length=488' Tc=9.5 min CN=90 Runoff=3.66 cfs 0.277 af

Subcatchment 2S: Valet Parking Site Runoff Area=4,045 sf 5.34% Impervious Runoff Depth>1.22"
Flow Length=20' Slope=0.1200 '/' Tc=2.0 min CN=80 Runoff=0.16 cfs 0.009 af

Subcatchment 3S: Valet Parking Site Runoff Area=8,806 sf 24.68% Impervious Runoff Depth>1.49"
Flow Length=60' Slope=0.0330 '/' Tc=0.5 min CN=84 Runoff=0.46 cfs 0.025 af

Reach SP1: Exist CB7 Inflow=0.65 cfs 0.225 af
Outflow=0.65 cfs 0.225 af

Reach SP2: To Detention Pond Inflow=0.16 cfs 0.009 af
Outflow=0.16 cfs 0.009 af

Pond DH86: Exist DH86 Peak Elev=64.39' Inflow=0.32 cfs 0.200 af
12.0" Round Culvert n=0.011 L=62.0' S=0.0150 '/' Outflow=0.32 cfs 0.200 af

Pond SF1: Soil Filter 1 Peak Elev=71.61' Storage=5,942 cf Inflow=3.66 cfs 0.277 af
Outflow=0.32 cfs 0.200 af

Total Runoff Area = 2.000 ac Runoff Volume = 0.311 af Average Runoff Depth = 1.87"
46.54% Pervious = 0.931 ac 53.46% Impervious = 1.069 ac

Summary for Subcatchment 1S: Valet Parking Site

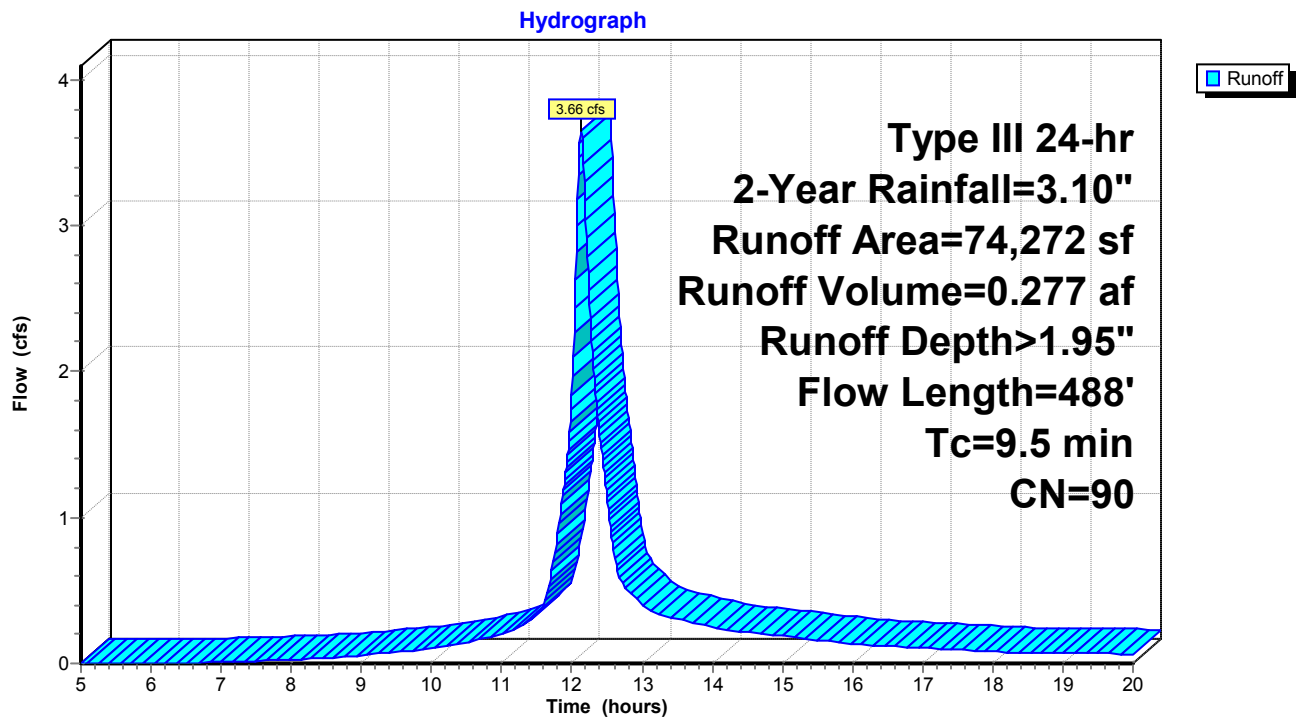
Runoff = 3.66 cfs @ 12.13 hrs, Volume= 0.277 af, Depth> 1.95"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs
Type III 24-hr 2-Year Rainfall=3.10"

Area (sf)	CN	Description
44,188	98	Paved parking, HSG C
30,084	79	50-75% Grass cover, Fair, HSG C
74,272	90	Weighted Average
30,084		40.51% Pervious Area
44,188		59.49% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
7.1	50	0.0300	0.12		Sheet Flow, A to B Grass: Dense n= 0.240 P2= 3.10"
1.1	185	0.0350	2.81		Shallow Concentrated Flow, B to C Grassed Waterway Kv= 15.0 fps
0.1	20	0.0300	2.60		Shallow Concentrated Flow, C to D Grassed Waterway Kv= 15.0 fps
1.2	215	0.0220	3.01		Shallow Concentrated Flow, D to E Paved Kv= 20.3 fps
0.0	18	0.1900	6.54		Shallow Concentrated Flow, E to F Grassed Waterway Kv= 15.0 fps
9.5	488	Total			

Subcatchment 1S: Valet Parking Site



Summary for Subcatchment 2S: Valet Parking Site

Runoff = 0.16 cfs @ 12.03 hrs, Volume= 0.009 af, Depth> 1.22"

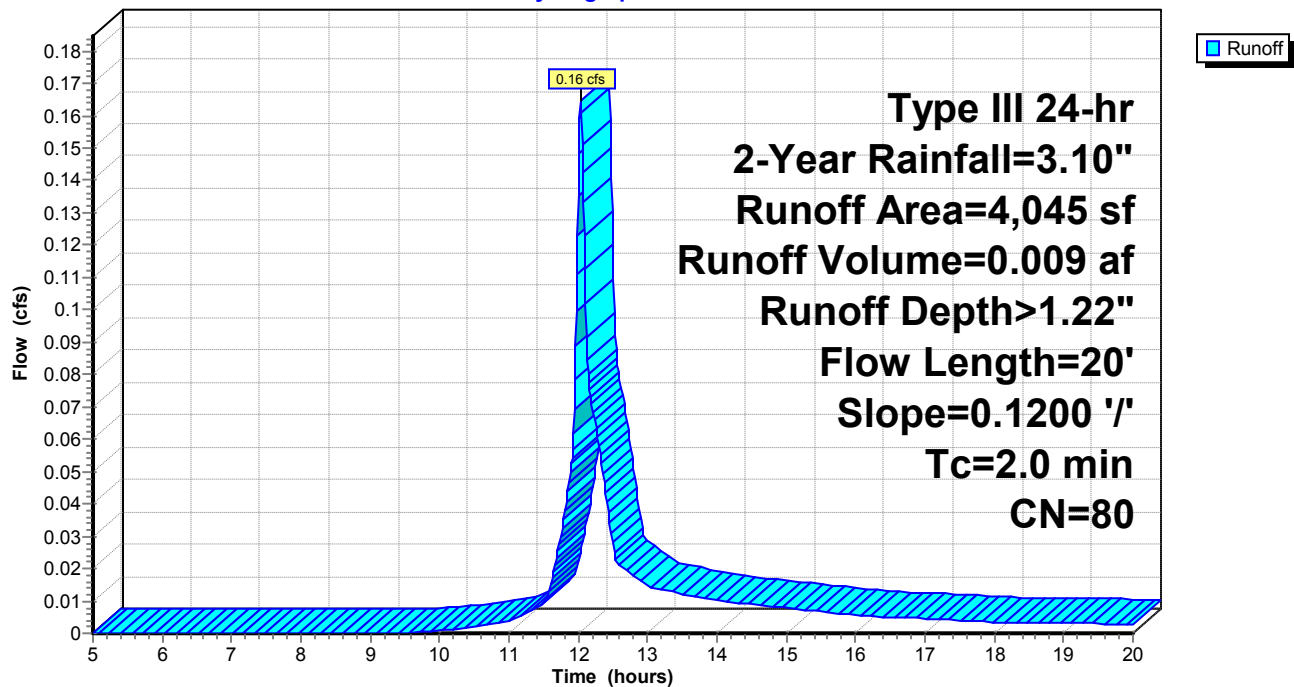
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs
Type III 24-hr 2-Year Rainfall=3.10"

Area (sf)	CN	Description
216	98	Paved parking, HSG C
3,829	79	50-75% Grass cover, Fair, HSG C
4,045	80	Weighted Average
3,829		94.66% Pervious Area
216		5.34% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
2.0	20	0.1200	0.17		Sheet Flow, A to B
Grass: Dense n= 0.240 P2= 3.10"					

Subcatchment 2S: Valet Parking Site

Hydrograph



Summary for Subcatchment 3S: Valet Parking Site

Runoff = 0.46 cfs @ 12.01 hrs, Volume= 0.025 af, Depth> 1.49"

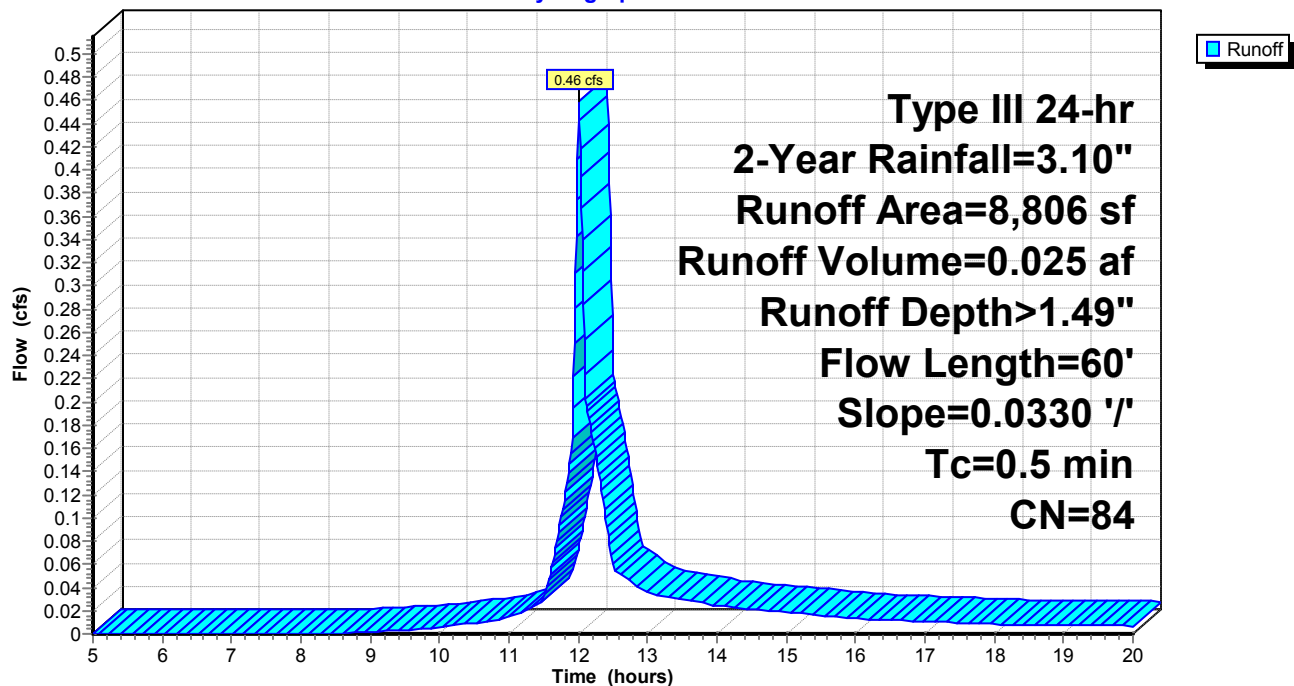
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs
Type III 24-hr 2-Year Rainfall=3.10"

Area (sf)	CN	Description
2,173	98	Paved parking, HSG C
6,633	79	50-75% Grass cover, Fair, HSG C
8,806	84	Weighted Average
6,633		75.32% Pervious Area
2,173		24.68% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
0.3	25	0.0330	1.25		Sheet Flow, A to B Smooth surfaces n= 0.011 P2= 3.10"
0.2	35	0.0330	3.69		Shallow Concentrated Flow, B to C Paved Kv= 20.3 fps
0.5	60	Total			

Subcatchment 3S: Valet Parking Site

Hydrograph



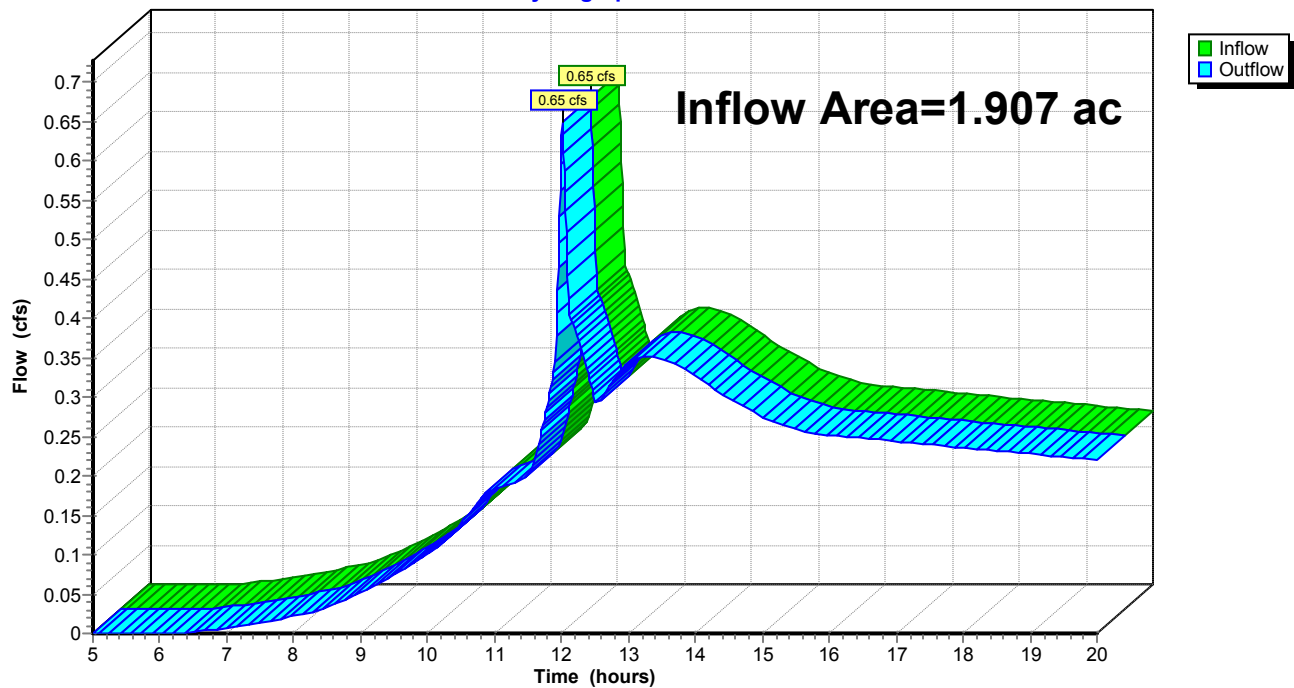
Summary for Reach SP1: Exist CB7

Inflow Area = 1.907 ac, 55.80% Impervious, Inflow Depth > 1.41" for 2-Year event
Inflow = 0.65 cfs @ 12.01 hrs, Volume= 0.225 af
Outflow = 0.65 cfs @ 12.01 hrs, Volume= 0.225 af, Atten= 0%, Lag= 0.0 min

Routing by Stor-Ind+Trans method, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs

Reach SP1: Exist CB7

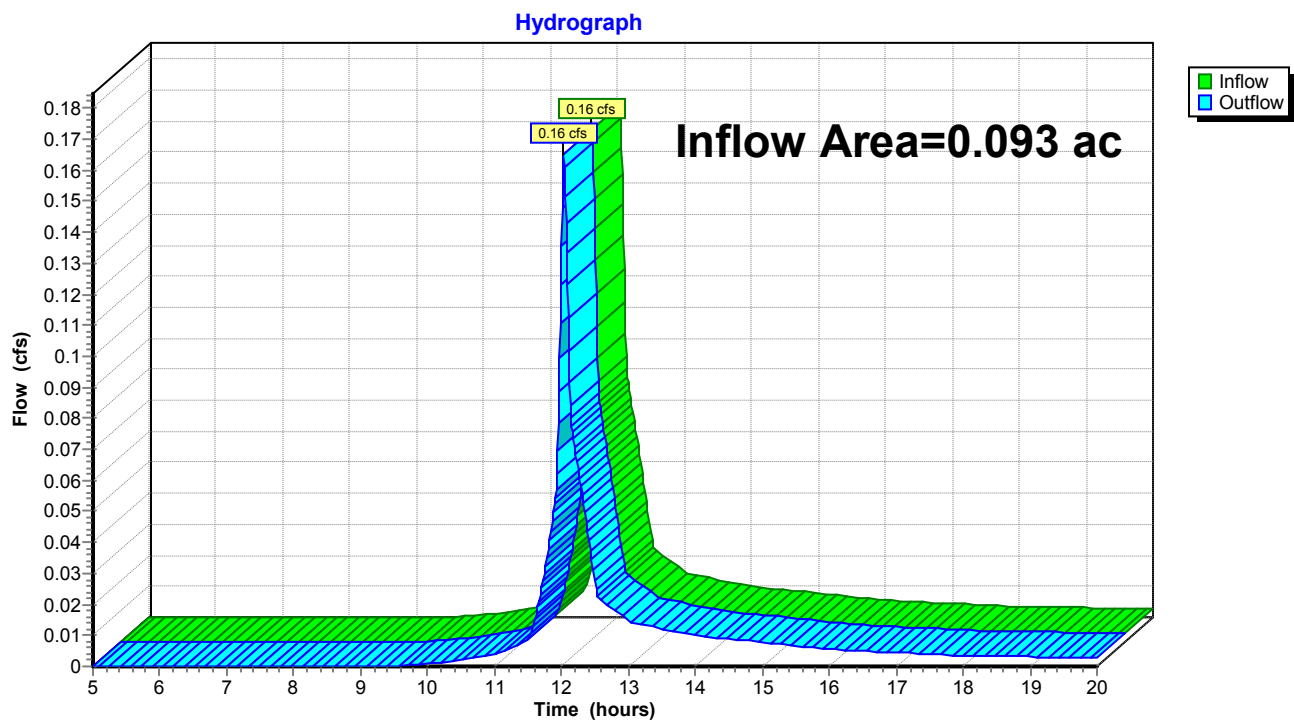
Hydrograph



Summary for Reach SP2: To Detention Pond

Inflow Area = 0.093 ac, 5.34% Impervious, Inflow Depth > 1.22" for 2-Year event
Inflow = 0.16 cfs @ 12.03 hrs, Volume= 0.009 af
Outflow = 0.16 cfs @ 12.03 hrs, Volume= 0.009 af, Atten= 0%, Lag= 0.0 min

Routing by Stor-Ind+Trans method, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs

Reach SP2: To Detention Pond

Summary for Pond DH86: Exist DH86

Inflow Area = 1.705 ac, 59.49% Impervious, Inflow Depth > 1.40" for 2-Year event
 Inflow = 0.32 cfs @ 13.36 hrs, Volume= 0.200 af
 Outflow = 0.32 cfs @ 13.36 hrs, Volume= 0.200 af, Atten= 0%, Lag= 0.0 min
 Primary = 0.32 cfs @ 13.36 hrs, Volume= 0.200 af

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs

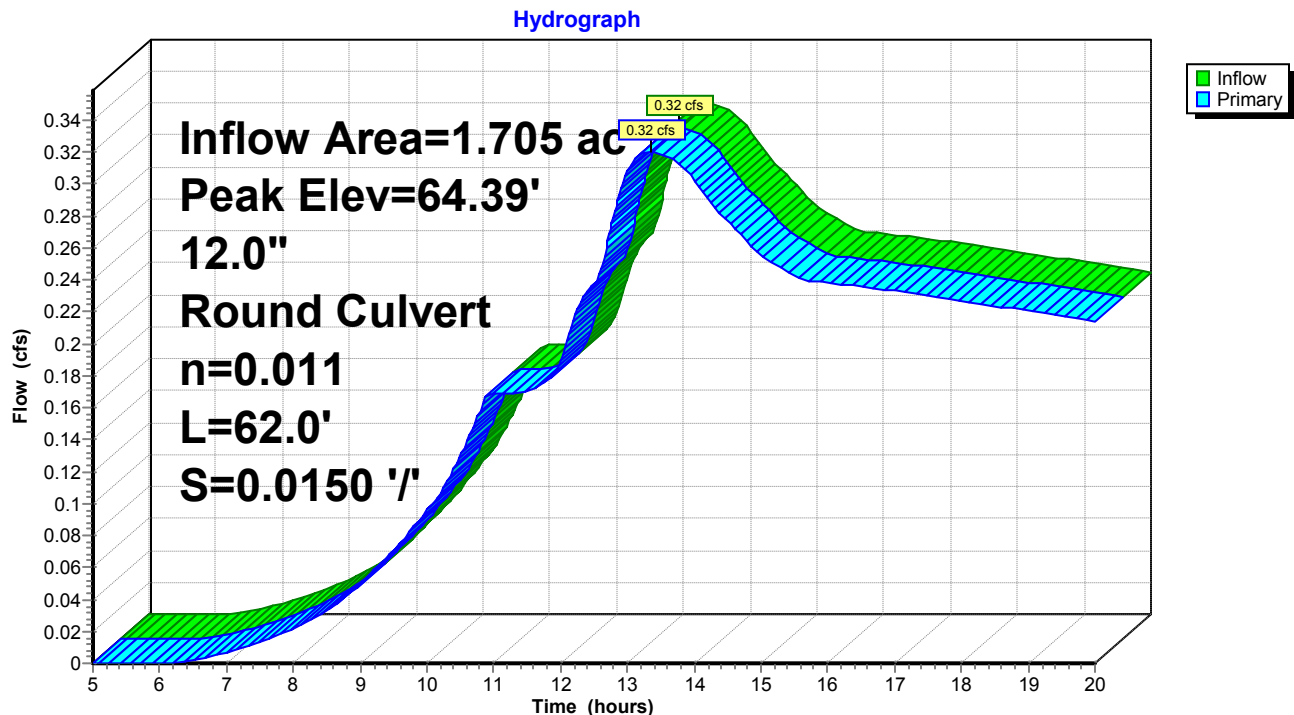
Peak Elev= 64.39' @ 13.36 hrs

Flood Elev= 71.80'

Device	Routing	Invert	Outlet Devices
#1	Primary	64.11'	12.0" Round Culvert L= 62.0' CMP, square edge headwall, Ke= 0.500 Inlet / Outlet Invert= 64.11' / 63.18' S= 0.0150 '/ Cc= 0.900 n= 0.011 Concrete pipe, straight & clean, Flow Area= 0.79 sf

Primary OutFlow Max=0.32 cfs @ 13.36 hrs HW=64.39' (Free Discharge)

↑1=Culvert (Inlet Controls 0.32 cfs @ 1.79 fps)

Pond DH86: Exist DH86

Summary for Pond SF1: Soil Filter 1

Inflow Area = 1.705 ac, 59.49% Impervious, Inflow Depth > 1.95" for 2-Year event
 Inflow = 3.66 cfs @ 12.13 hrs, Volume= 0.277 af
 Outflow = 0.32 cfs @ 13.36 hrs, Volume= 0.200 af, Atten= 91%, Lag= 73.7 min
 Primary = 0.32 cfs @ 13.36 hrs, Volume= 0.200 af

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs
 Peak Elev= 71.61' @ 13.36 hrs Surf.Area= 4,509 sf Storage= 5,942 cf
 Flood Elev= 73.50' Surf.Area= 5,254 sf Storage= 11,678 cf

Plug-Flow detention time= 177.1 min calculated for 0.199 af (72% of inflow)
 Center-of-Mass det. time= 113.6 min (891.9 - 778.3)

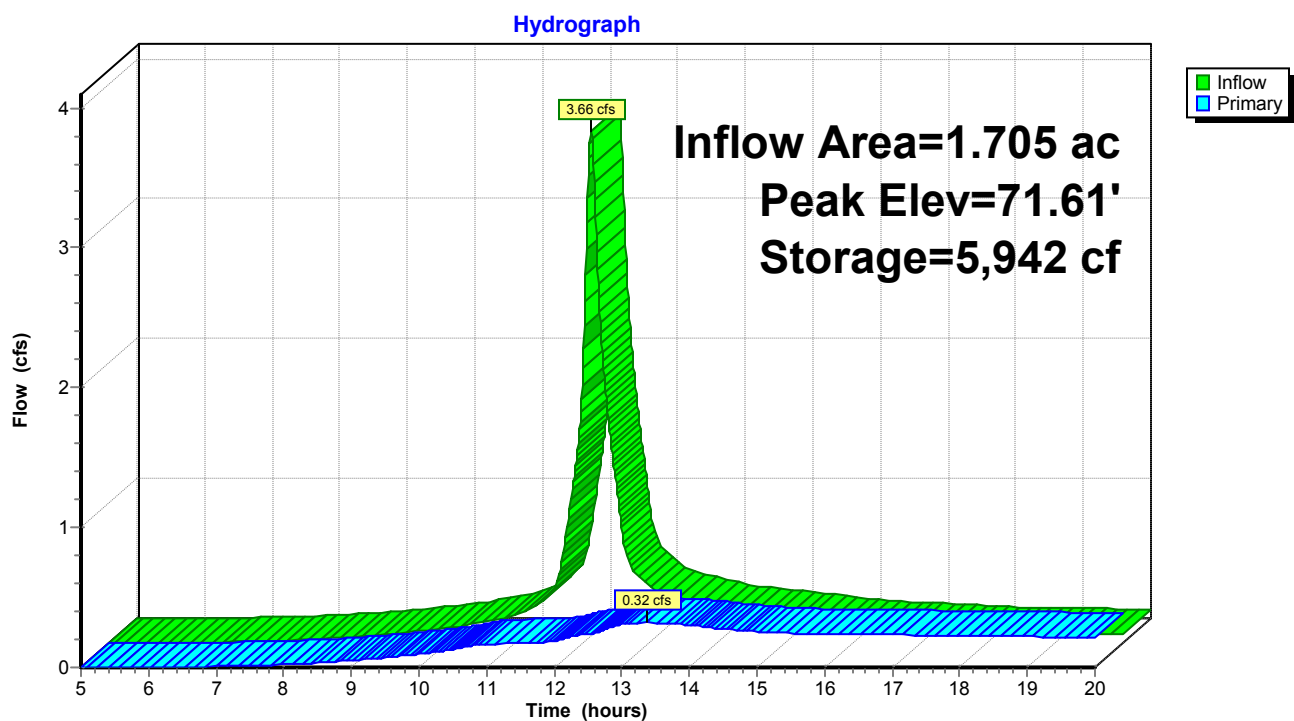
Volume	Invert	Avail.Storage	Storage Description
#1	70.00'	11,678 cf	Custom Stage Data (Prismatic) Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
70.00	2,997	0	0
71.00	3,857	3,427	3,427
71.50	4,309	2,042	5,469
71.75	4,774	1,135	6,604
72.50	5,254	3,761	10,364
72.75	5,254	1,314	11,678

Device	Routing	Invert	Outlet Devices
#1	Primary	67.33'	12.0" Round Culvert L= 80.0' CPP, square edge headwall, Ke= 0.500 Inlet / Outlet Invert= 67.33' / 66.93' S= 0.0050 ' / Cc= 0.900 n= 0.013 Corrugated PE, smooth interior, Flow Area= 0.79 sf
#2	Device 1	67.66'	6.0" Vert. Underdrain C= 0.600
#3	Device 2	70.00'	2.400 in/hr Exfiltration over Surface area
#4	Device 1	71.50'	6.0" Vert. Orifices X 2.00 C= 0.600
#5	Device 1	72.50'	18.0" Horiz. Nyloplast Grate X 0.65 C= 0.600 Limited to weir flow at low heads

Primary OutFlow Max=0.32 cfs @ 13.36 hrs HW=71.61' (Free Discharge)

1=Culvert (Passes 0.32 cfs of 6.03 cfs potential flow)
 2=Underdrain (Passes 0.25 cfs of 1.82 cfs potential flow)
 3=Exfiltration (Exfiltration Controls 0.25 cfs)
 4=Orifices (Orifice Controls 0.07 cfs @ 1.12 fps)
 5=Nyloplast Grate (Controls 0.00 cfs)

Pond SF1: Soil Filter 1

Time span=5.00-20.00 hrs, dt=0.01 hrs, 1501 points
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment 1S: Valet Parking Site Runoff Area=74,272 sf 59.49% Impervious Runoff Depth>3.29"
Flow Length=488' Tc=9.5 min CN=90 Runoff=6.03 cfs 0.468 af

Subcatchment 2S: Valet Parking Site Runoff Area=4,045 sf 5.34% Impervious Runoff Depth>2.38"
Flow Length=20' Slope=0.1200 '/' Tc=2.0 min CN=80 Runoff=0.32 cfs 0.018 af

Subcatchment 3S: Valet Parking Site Runoff Area=8,806 sf 24.68% Impervious Runoff Depth>2.73"
Flow Length=60' Slope=0.0330 '/' Tc=0.5 min CN=84 Runoff=0.83 cfs 0.046 af

Reach SP1: Exist CB7 Inflow=1.63 cfs 0.414 af
Outflow=1.63 cfs 0.414 af

Reach SP2: To Detention Pond Inflow=0.32 cfs 0.018 af
Outflow=0.32 cfs 0.018 af

Pond DH86: Exist DH86 Peak Elev=64.77' Inflow=1.53 cfs 0.368 af
12.0" Round Culvert n=0.011 L=62.0' S=0.0150 '/' Outflow=1.53 cfs 0.368 af

Pond SF1: Soil Filter 1 Peak Elev=72.18' Storage=8,733 cf Inflow=6.03 cfs 0.468 af
Outflow=1.53 cfs 0.368 af

Total Runoff Area = 2.000 ac Runoff Volume = 0.532 af Average Runoff Depth = 3.19"
46.54% Pervious = 0.931 ac 53.46% Impervious = 1.069 ac

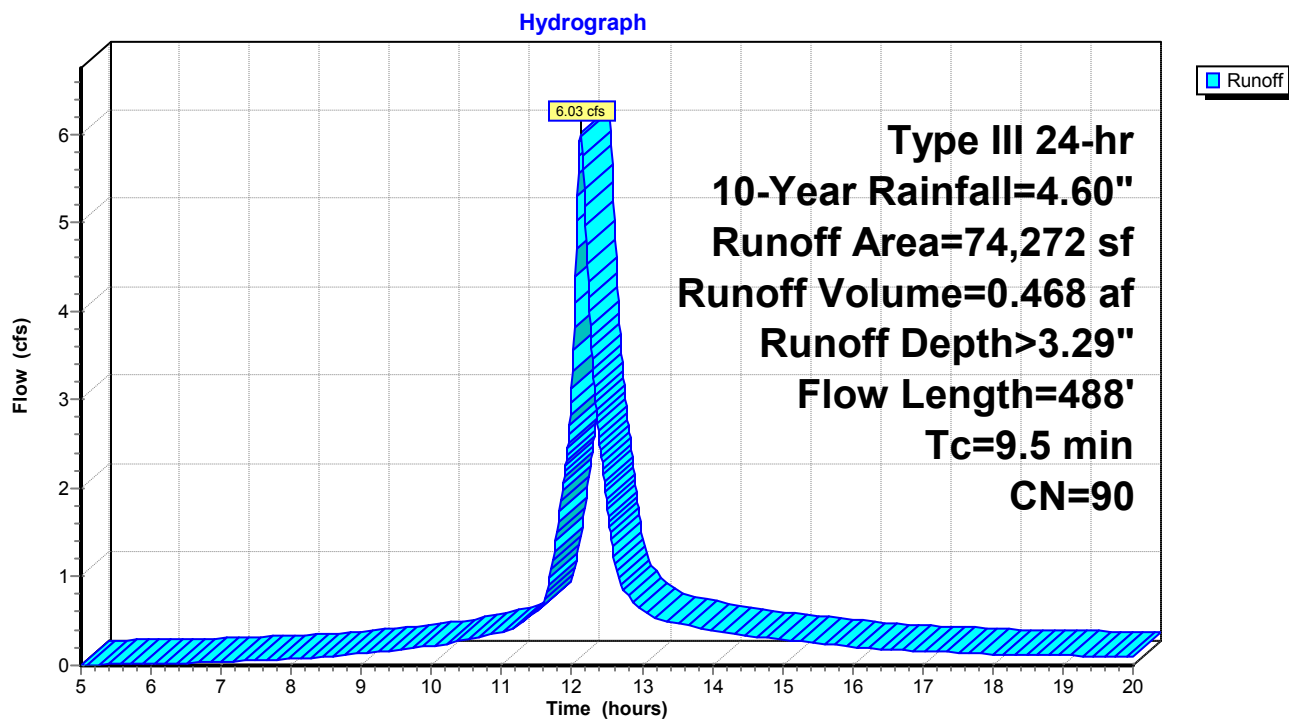
Summary for Subcatchment 1S: Valet Parking Site

Runoff = 6.03 cfs @ 12.13 hrs, Volume= 0.468 af, Depth> 3.29"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs
Type III 24-hr 10-Year Rainfall=4.60"

Area (sf)	CN	Description
44,188	98	Paved parking, HSG C
30,084	79	50-75% Grass cover, Fair, HSG C
74,272	90	Weighted Average
30,084		40.51% Pervious Area
44,188		59.49% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
7.1	50	0.0300	0.12		Sheet Flow, A to B Grass: Dense n= 0.240 P2= 3.10"
1.1	185	0.0350	2.81		Shallow Concentrated Flow, B to C Grassed Waterway Kv= 15.0 fps
0.1	20	0.0300	2.60		Shallow Concentrated Flow, C to D Grassed Waterway Kv= 15.0 fps
1.2	215	0.0220	3.01		Shallow Concentrated Flow, D to E Paved Kv= 20.3 fps
0.0	18	0.1900	6.54		Shallow Concentrated Flow, E to F Grassed Waterway Kv= 15.0 fps
9.5	488	Total			

Subcatchment 1S: Valet Parking Site

Summary for Subcatchment 2S: Valet Parking Site

Runoff = 0.32 cfs @ 12.03 hrs, Volume= 0.018 af, Depth> 2.38"

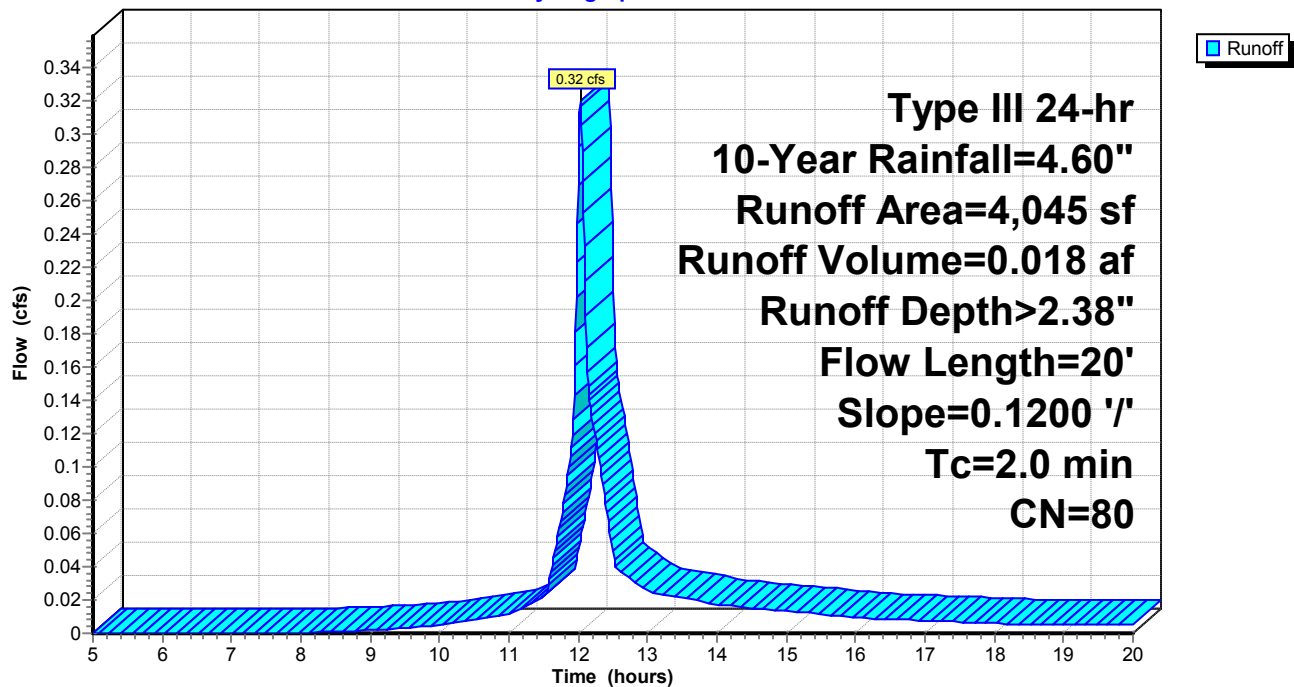
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs
Type III 24-hr 10-Year Rainfall=4.60"

Area (sf)	CN	Description
216	98	Paved parking, HSG C
3,829	79	50-75% Grass cover, Fair, HSG C
4,045	80	Weighted Average
3,829		94.66% Pervious Area
216		5.34% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
2.0	20	0.1200	0.17		Sheet Flow, A to B
					Grass: Dense n= 0.240 P2= 3.10"

Subcatchment 2S: Valet Parking Site

Hydrograph



Summary for Subcatchment 3S: Valet Parking Site

Runoff = 0.83 cfs @ 12.01 hrs, Volume= 0.046 af, Depth> 2.73"

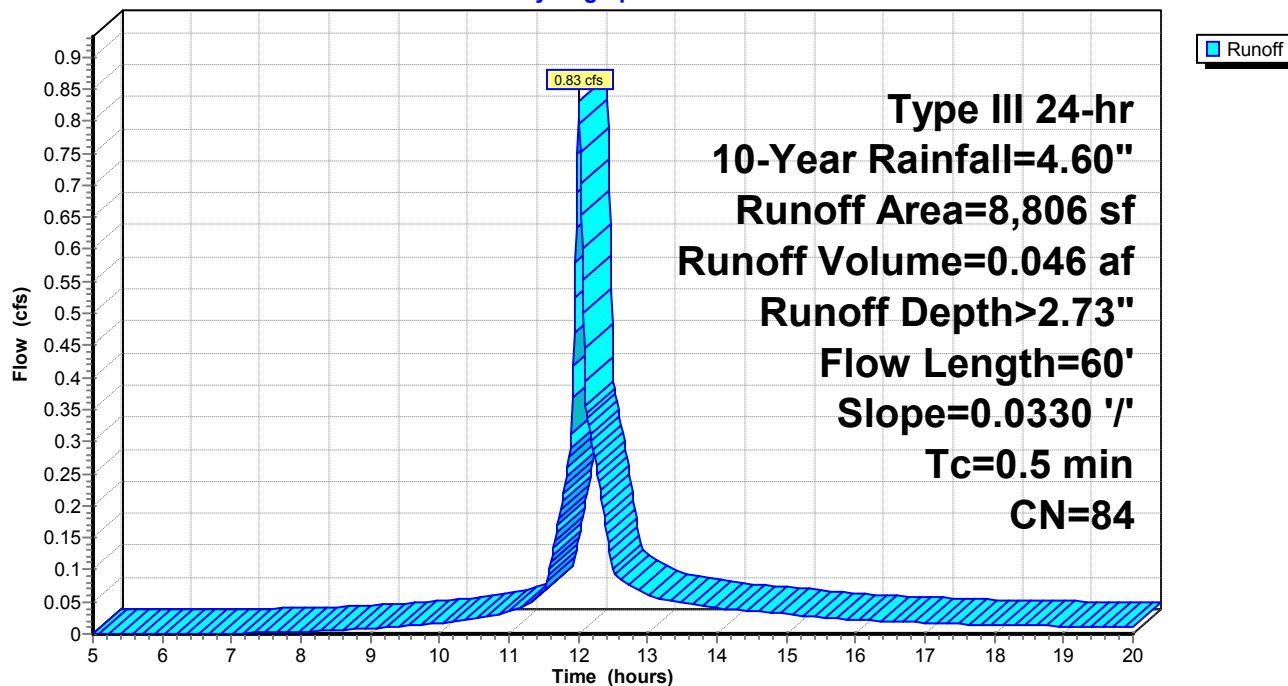
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs
Type III 24-hr 10-Year Rainfall=4.60"

Area (sf)	CN	Description
2,173	98	Paved parking, HSG C
6,633	79	50-75% Grass cover, Fair, HSG C
8,806	84	Weighted Average
6,633		75.32% Pervious Area
2,173		24.68% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
0.3	25	0.0330	1.25		Sheet Flow, A to B Smooth surfaces n= 0.011 P2= 3.10"
0.2	35	0.0330	3.69		Shallow Concentrated Flow, B to C Paved Kv= 20.3 fps
0.5	60	Total			

Subcatchment 3S: Valet Parking Site

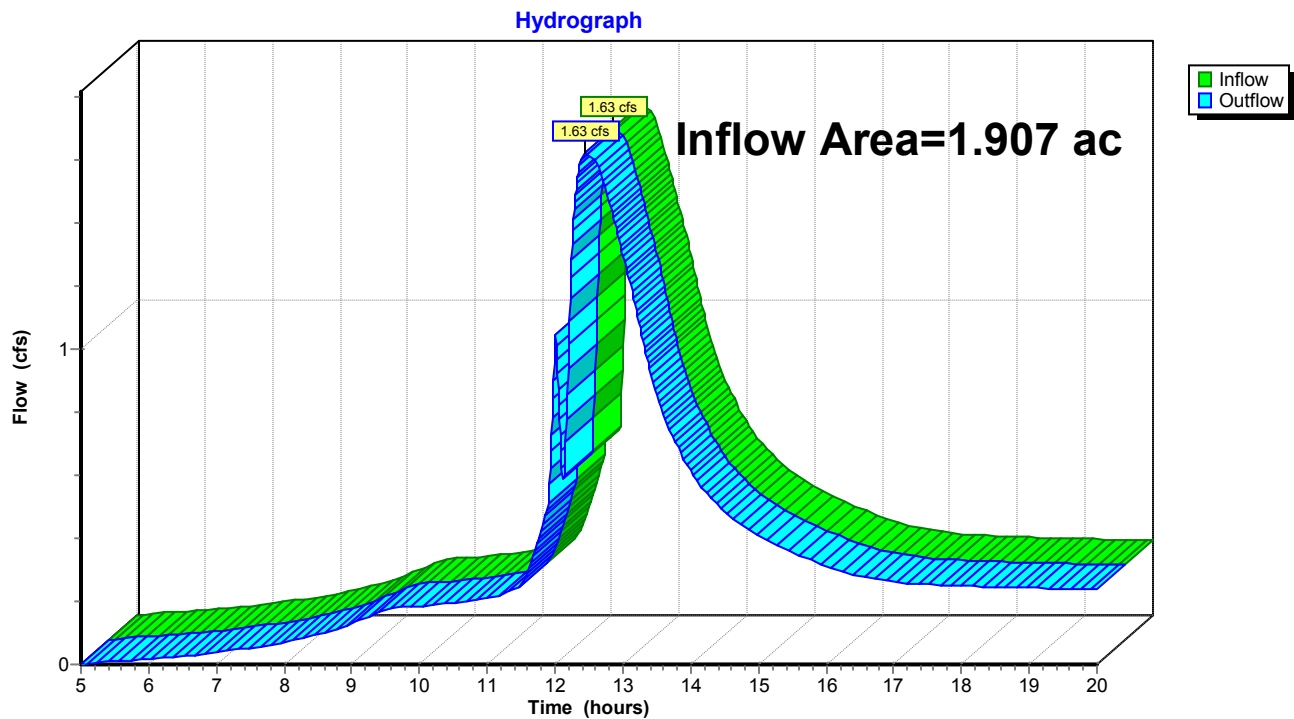
Hydrograph



Summary for Reach SP1: Exist CB7

Inflow Area = 1.907 ac, 55.80% Impervious, Inflow Depth > 2.61" for 10-Year event
Inflow = 1.63 cfs @ 12.45 hrs, Volume= 0.414 af
Outflow = 1.63 cfs @ 12.45 hrs, Volume= 0.414 af, Atten= 0%, Lag= 0.0 min

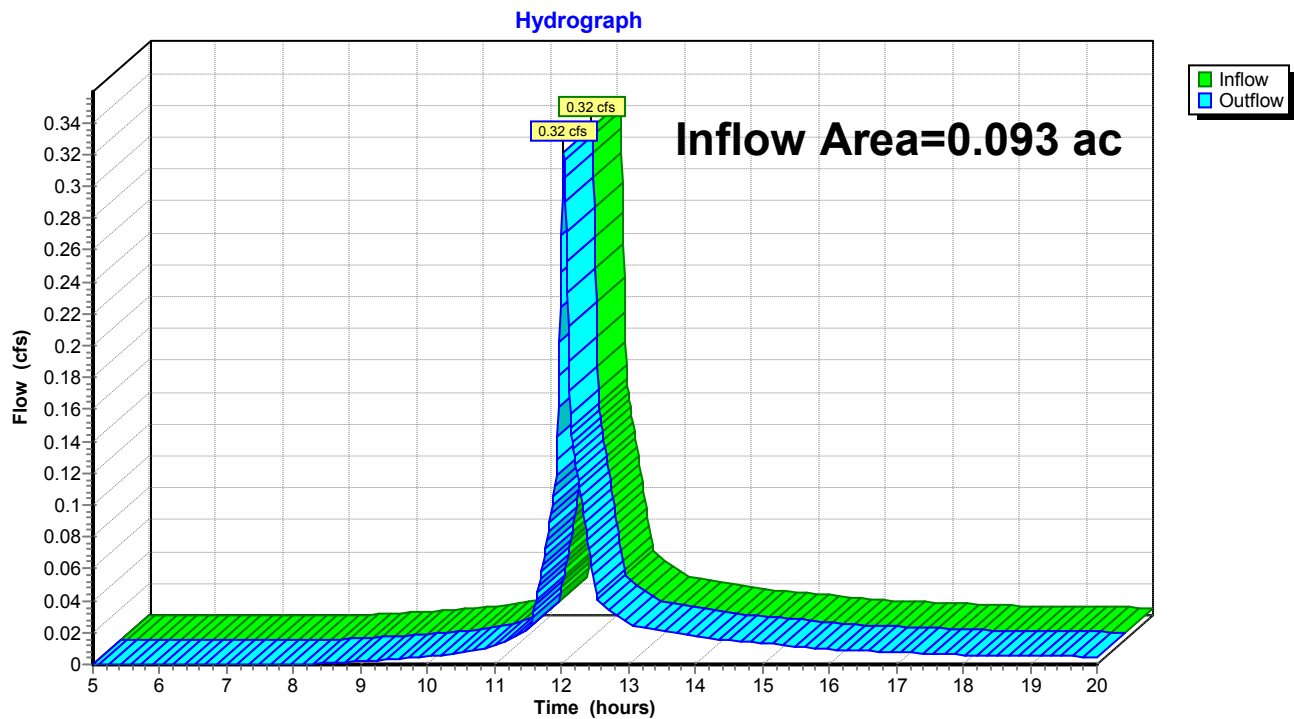
Routing by Stor-Ind+Trans method, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs

Reach SP1: Exist CB7

Summary for Reach SP2: To Detention Pond

Inflow Area = 0.093 ac, 5.34% Impervious, Inflow Depth > 2.38" for 10-Year event
Inflow = 0.32 cfs @ 12.03 hrs, Volume= 0.018 af
Outflow = 0.32 cfs @ 12.03 hrs, Volume= 0.018 af, Atten= 0%, Lag= 0.0 min

Routing by Stor-Ind+Trans method, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs

Reach SP2: To Detention Pond

Summary for Pond DH86: Exist DH86

Inflow Area = 1.705 ac, 59.49% Impervious, Inflow Depth > 2.59" for 10-Year event
 Inflow = 1.53 cfs @ 12.55 hrs, Volume= 0.368 af
 Outflow = 1.53 cfs @ 12.55 hrs, Volume= 0.368 af, Atten= 0%, Lag= 0.0 min
 Primary = 1.53 cfs @ 12.55 hrs, Volume= 0.368 af

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs

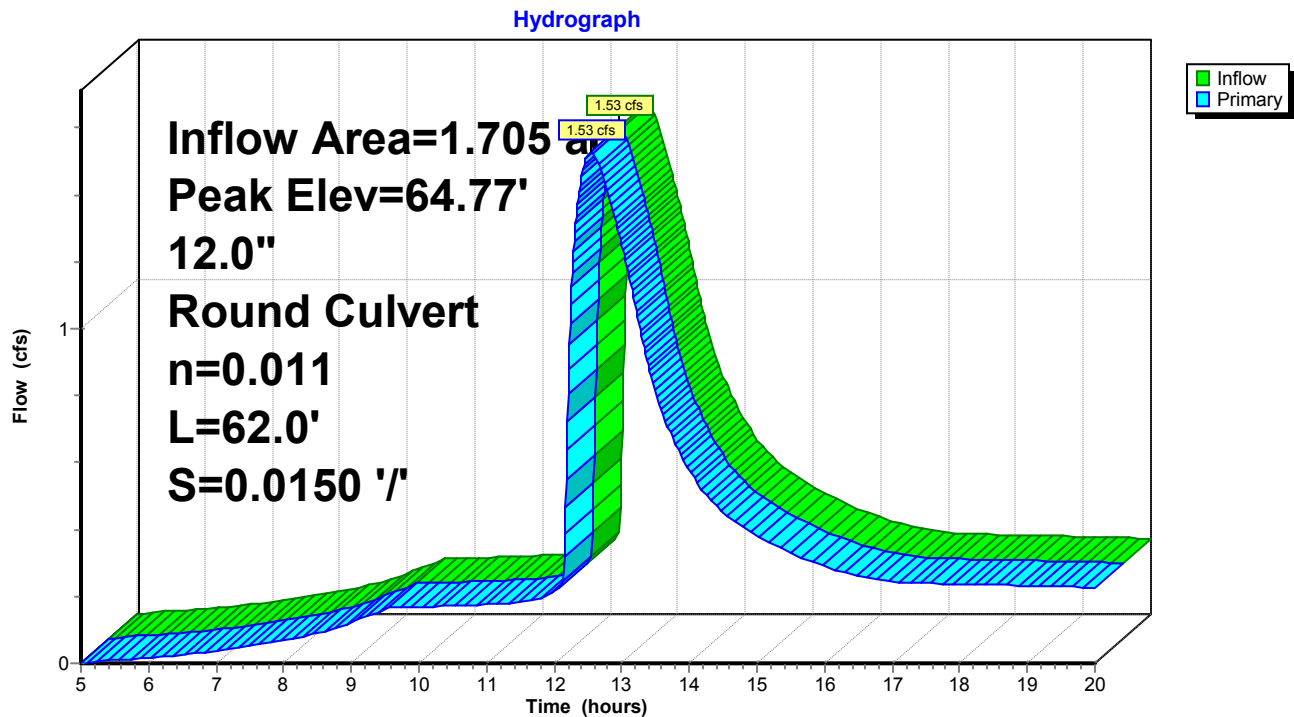
Peak Elev= 64.77' @ 12.55 hrs

Flood Elev= 71.80'

Device	Routing	Invert	Outlet Devices
#1	Primary	64.11'	12.0" Round Culvert L= 62.0' CMP, square edge headwall, Ke= 0.500 Inlet / Outlet Invert= 64.11' / 63.18' S= 0.0150 '/ Cc= 0.900 n= 0.011 Concrete pipe, straight & clean, Flow Area= 0.79 sf

Primary OutFlow Max=1.52 cfs @ 12.55 hrs HW=64.77' (Free Discharge)

↑1=Culvert (Inlet Controls 1.52 cfs @ 2.77 fps)

Pond DH86: Exist DH86

Summary for Pond SF1: Soil Filter 1

Inflow Area = 1.705 ac, 59.49% Impervious, Inflow Depth > 3.29" for 10-Year event
 Inflow = 6.03 cfs @ 12.13 hrs, Volume= 0.468 af
 Outflow = 1.53 cfs @ 12.55 hrs, Volume= 0.368 af, Atten= 75%, Lag= 25.0 min
 Primary = 1.53 cfs @ 12.55 hrs, Volume= 0.368 af

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs
 Peak Elev= 72.18' @ 12.55 hrs Surf.Area= 5,051 sf Storage= 8,733 cf
 Flood Elev= 73.50' Surf.Area= 5,254 sf Storage= 11,678 cf

Plug-Flow detention time= 122.5 min calculated for 0.368 af (79% of inflow)
 Center-of-Mass det. time= 67.7 min (833.5 - 765.8)

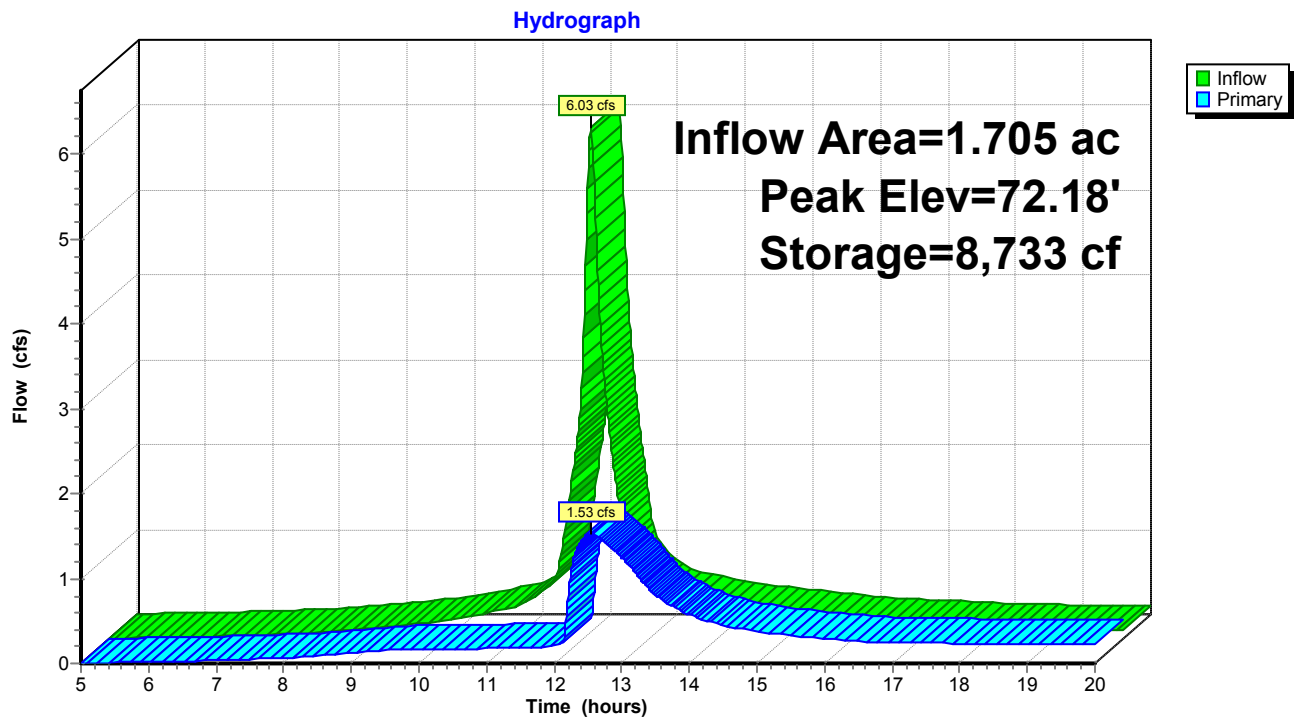
Volume	Invert	Avail.Storage	Storage Description
#1	70.00'	11,678 cf	Custom Stage Data (Prismatic) Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
70.00	2,997	0	0
71.00	3,857	3,427	3,427
71.50	4,309	2,042	5,469
71.75	4,774	1,135	6,604
72.50	5,254	3,761	10,364
72.75	5,254	1,314	11,678

Device	Routing	Invert	Outlet Devices
#1	Primary	67.33'	12.0" Round Culvert L= 80.0' CPP, square edge headwall, Ke= 0.500 Inlet / Outlet Invert= 67.33' / 66.93' S= 0.0050 ' / Cc= 0.900 n= 0.013 Corrugated PE, smooth interior, Flow Area= 0.79 sf
#2	Device 1	67.66'	6.0" Vert. Underdrain C= 0.600
#3	Device 2	70.00'	2.400 in/hr Exfiltration over Surface area
#4	Device 1	71.50'	6.0" Vert. Orifices X 2.00 C= 0.600
#5	Device 1	72.50'	18.0" Horiz. Nyloplast Grate X 0.65 C= 0.600 Limited to weir flow at low heads

Primary OutFlow Max=1.53 cfs @ 12.55 hrs HW=72.18' (Free Discharge)

1=Culvert (Passes 1.53 cfs of 6.49 cfs potential flow)
 2=Underdrain (Passes 0.28 cfs of 1.95 cfs potential flow)
 3=Exfiltration (Exfiltration Controls 0.28 cfs)
 4=Orifices (Orifice Controls 1.24 cfs @ 3.17 fps)
 5=Nyloplast Grate (Controls 0.00 cfs)

Pond SF1: Soil Filter 1

Time span=5.00-20.00 hrs, dt=0.01 hrs, 1501 points
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment 1S: Valet Parking Site Runoff Area=74,272 sf 59.49% Impervious Runoff Depth>4.39"
Flow Length=488' Tc=9.5 min CN=90 Runoff=7.91 cfs 0.624 af

Subcatchment 2S: Valet Parking Site Runoff Area=4,045 sf 5.34% Impervious Runoff Depth>3.38"
Flow Length=20' Slope=0.1200 '/' Tc=2.0 min CN=80 Runoff=0.45 cfs 0.026 af

Subcatchment 3S: Valet Parking Site Runoff Area=8,806 sf 24.68% Impervious Runoff Depth>3.78"
Flow Length=60' Slope=0.0330 '/' Tc=0.5 min CN=84 Runoff=1.14 cfs 0.064 af

Reach SP1: Exist CB7 Inflow=2.90 cfs 0.576 af
Outflow=2.90 cfs 0.576 af

Reach SP2: To Detention Pond Inflow=0.45 cfs 0.026 af
Outflow=0.45 cfs 0.026 af

Pond DH86: Exist DH86 Peak Elev=65.13' Inflow=2.72 cfs 0.513 af
12.0" Round Culvert n=0.011 L=62.0' S=0.0150 '/' Outflow=2.72 cfs 0.513 af

Pond SF1: Soil Filter 1 Peak Elev=72.66' Storage=11,194 cf Inflow=7.91 cfs 0.624 af
Outflow=2.72 cfs 0.513 af

Total Runoff Area = 2.000 ac Runoff Volume = 0.714 af Average Runoff Depth = 4.28"
46.54% Pervious = 0.931 ac 53.46% Impervious = 1.069 ac

Summary for Subcatchment 1S: Valet Parking Site

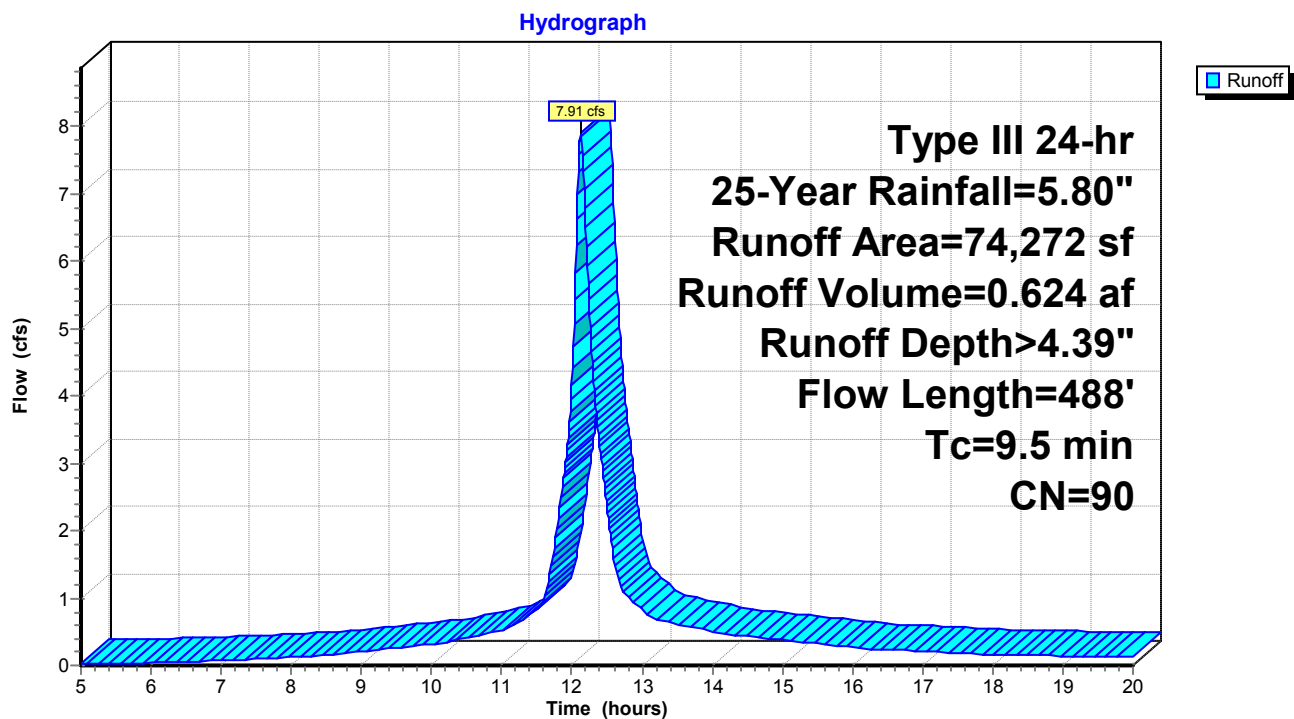
Runoff = 7.91 cfs @ 12.13 hrs, Volume= 0.624 af, Depth> 4.39"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs
Type III 24-hr 25-Year Rainfall=5.80"

Area (sf)	CN	Description
44,188	98	Paved parking, HSG C
30,084	79	50-75% Grass cover, Fair, HSG C
74,272	90	Weighted Average
30,084		40.51% Pervious Area
44,188		59.49% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
7.1	50	0.0300	0.12		Sheet Flow, A to B Grass: Dense n= 0.240 P2= 3.10"
1.1	185	0.0350	2.81		Shallow Concentrated Flow, B to C Grassed Waterway Kv= 15.0 fps
0.1	20	0.0300	2.60		Shallow Concentrated Flow, C to D Grassed Waterway Kv= 15.0 fps
1.2	215	0.0220	3.01		Shallow Concentrated Flow, D to E Paved Kv= 20.3 fps
0.0	18	0.1900	6.54		Shallow Concentrated Flow, E to F Grassed Waterway Kv= 15.0 fps
9.5	488	Total			

Subcatchment 1S: Valet Parking Site



Summary for Subcatchment 2S: Valet Parking Site

Runoff = 0.45 cfs @ 12.03 hrs, Volume= 0.026 af, Depth> 3.38"

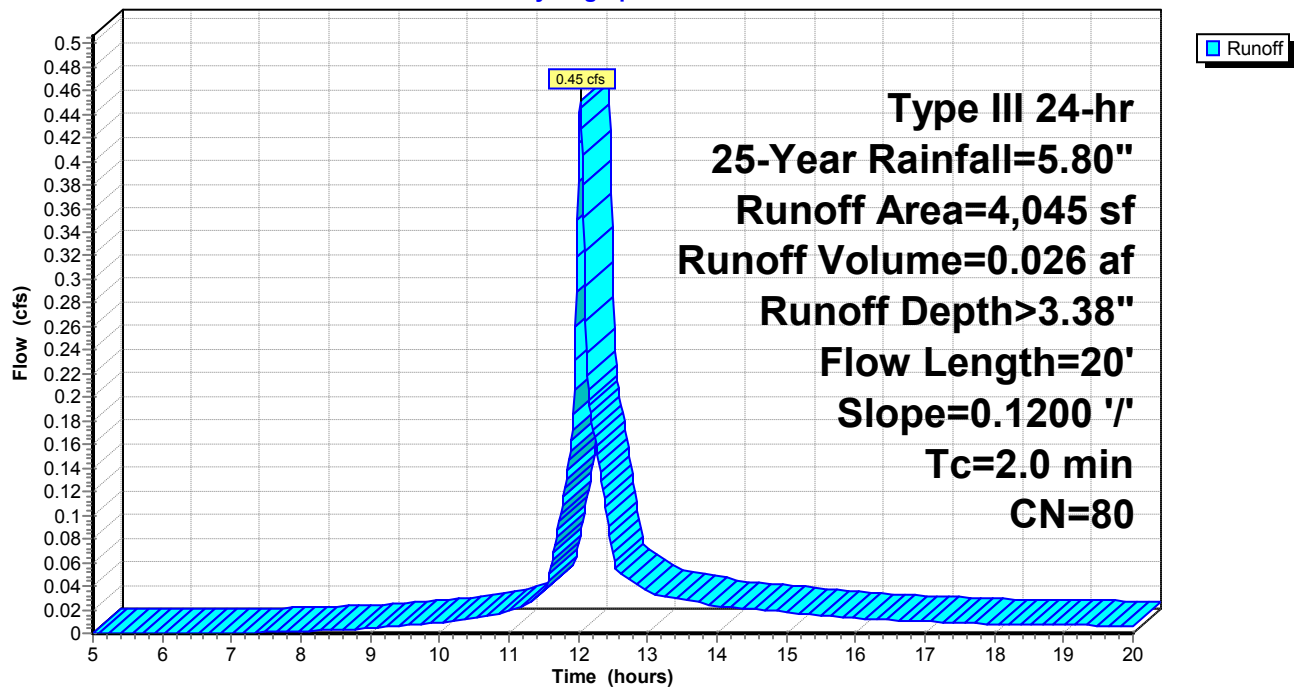
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs
Type III 24-hr 25-Year Rainfall=5.80"

Area (sf)	CN	Description
216	98	Paved parking, HSG C
3,829	79	50-75% Grass cover, Fair, HSG C
4,045	80	Weighted Average
3,829		94.66% Pervious Area
216		5.34% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
2.0	20	0.1200	0.17		Sheet Flow, A to B
					Grass: Dense n= 0.240 P2= 3.10"

Subcatchment 2S: Valet Parking Site

Hydrograph



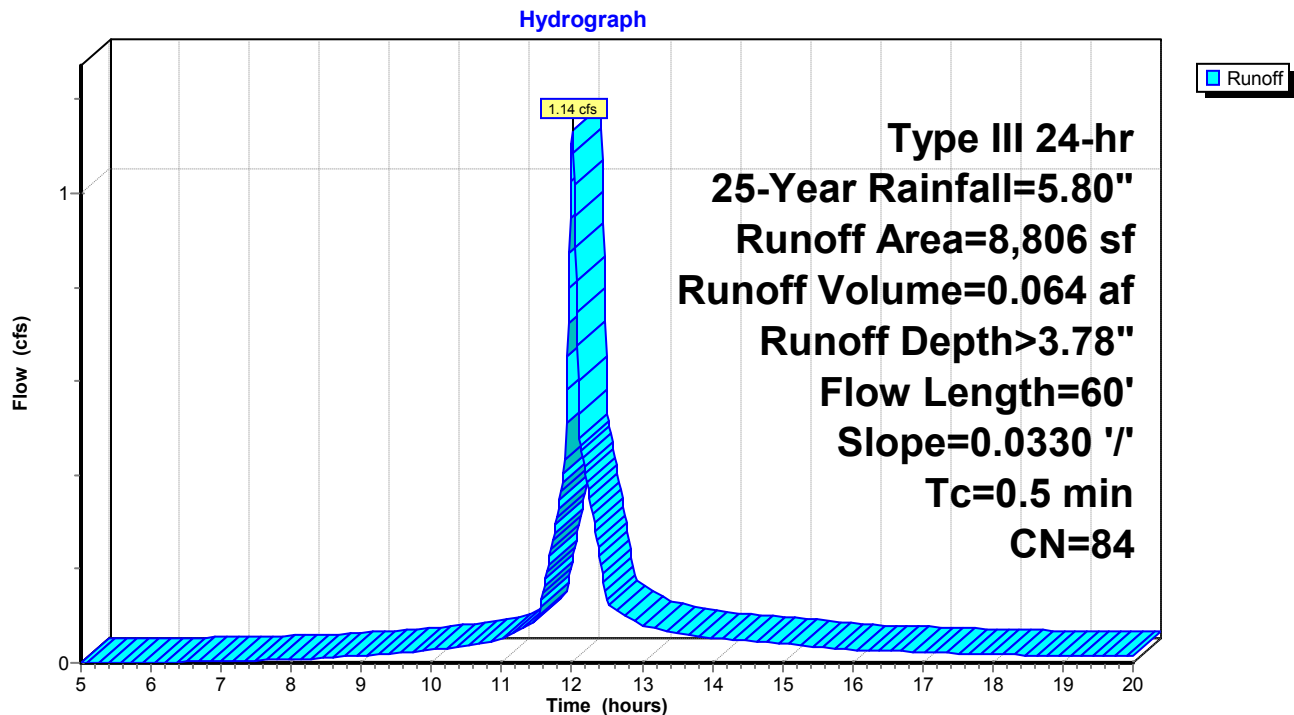
Summary for Subcatchment 3S: Valet Parking Site

Runoff = 1.14 cfs @ 12.01 hrs, Volume= 0.064 af, Depth> 3.78"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs
Type III 24-hr 25-Year Rainfall=5.80"

Area (sf)	CN	Description
2,173	98	Paved parking, HSG C
6,633	79	50-75% Grass cover, Fair, HSG C
8,806	84	Weighted Average
6,633		75.32% Pervious Area
2,173		24.68% Impervious Area

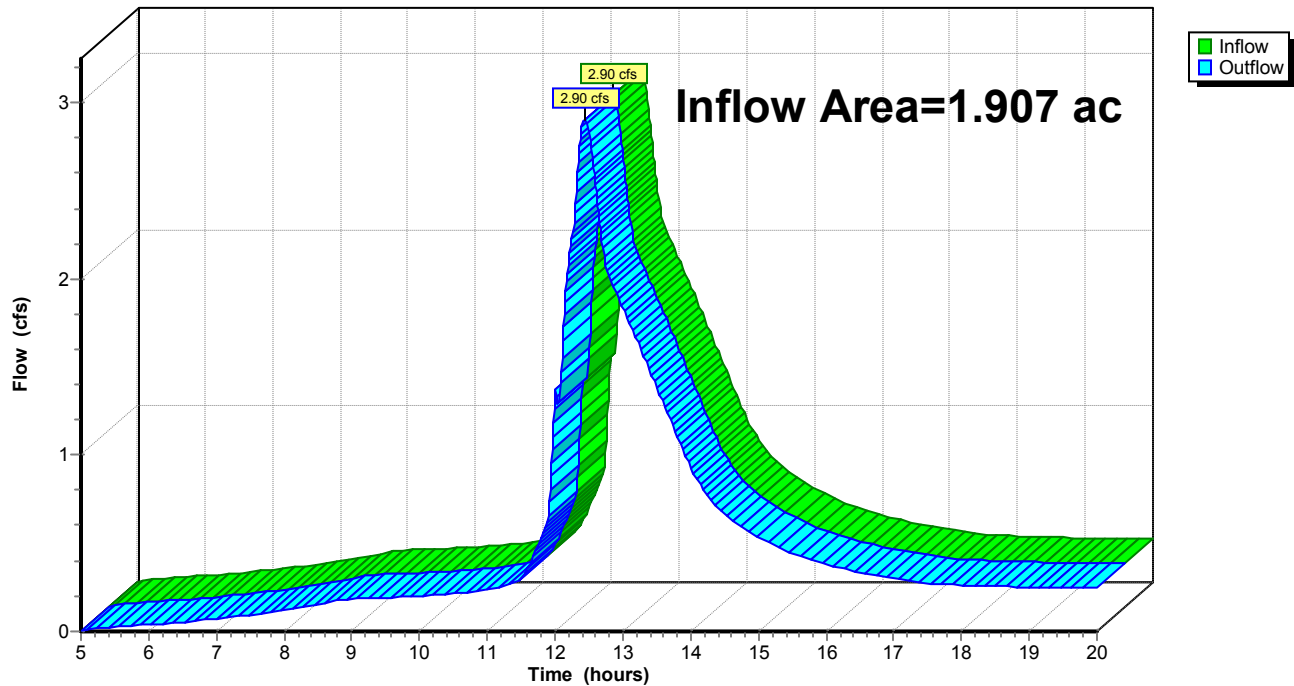
Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
0.3	25	0.0330	1.25		Sheet Flow, A to B Smooth surfaces n= 0.011 P2= 3.10"
0.2	35	0.0330	3.69		Shallow Concentrated Flow, B to C Paved Kv= 20.3 fps
0.5	60	Total			

Subcatchment 3S: Valet Parking Site

Summary for Reach SP1: Exist CB7

Inflow Area = 1.907 ac, 55.80% Impervious, Inflow Depth > 3.63" for 25-Year event
Inflow = 2.90 cfs @ 12.44 hrs, Volume= 0.576 af
Outflow = 2.90 cfs @ 12.44 hrs, Volume= 0.576 af, Atten= 0%, Lag= 0.0 min

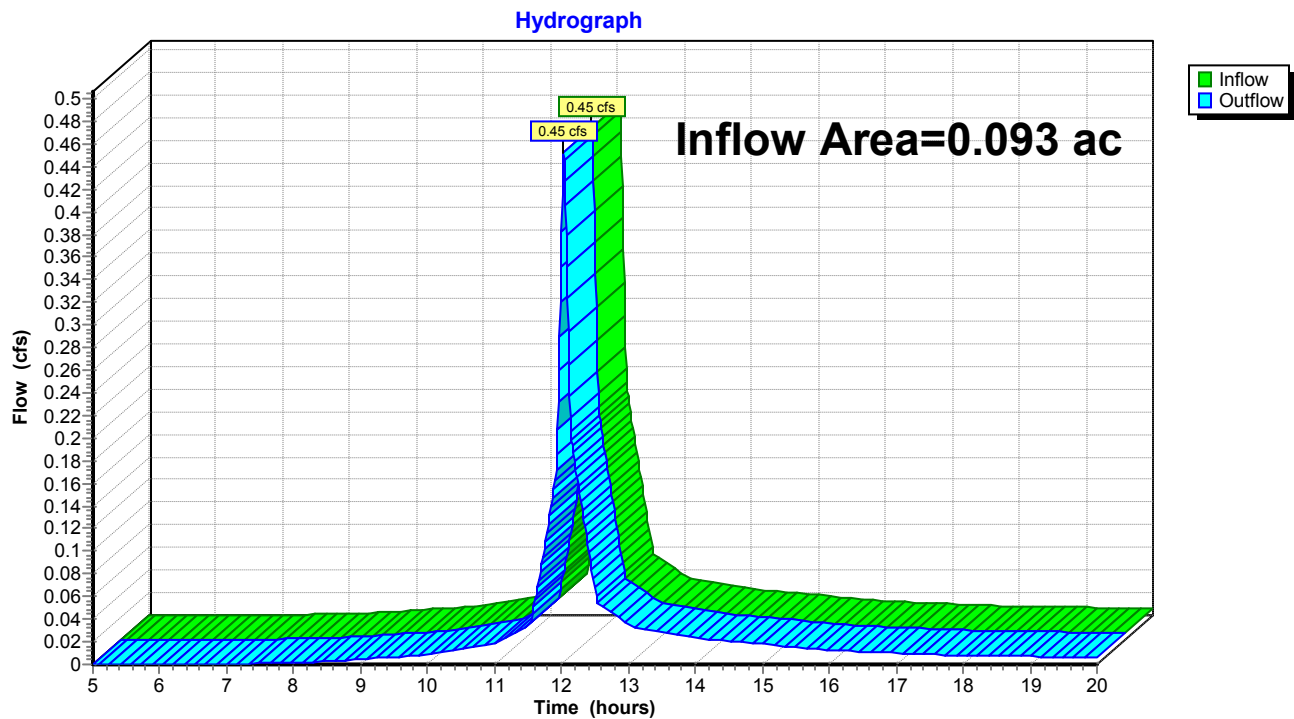
Routing by Stor-Ind+Trans method, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs

Reach SP1: Exist CB7**Hydrograph**

Summary for Reach SP2: To Detention Pond

Inflow Area = 0.093 ac, 5.34% Impervious, Inflow Depth > 3.38" for 25-Year event
Inflow = 0.45 cfs @ 12.03 hrs, Volume= 0.026 af
Outflow = 0.45 cfs @ 12.03 hrs, Volume= 0.026 af, Atten= 0%, Lag= 0.0 min

Routing by Stor-Ind+Trans method, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs

Reach SP2: To Detention Pond

Summary for Pond DH86: Exist DH86

Inflow Area = 1.705 ac, 59.49% Impervious, Inflow Depth > 3.61" for 25-Year event
 Inflow = 2.72 cfs @ 12.46 hrs, Volume= 0.513 af
 Outflow = 2.72 cfs @ 12.46 hrs, Volume= 0.513 af, Atten= 0%, Lag= 0.0 min
 Primary = 2.72 cfs @ 12.46 hrs, Volume= 0.513 af

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs

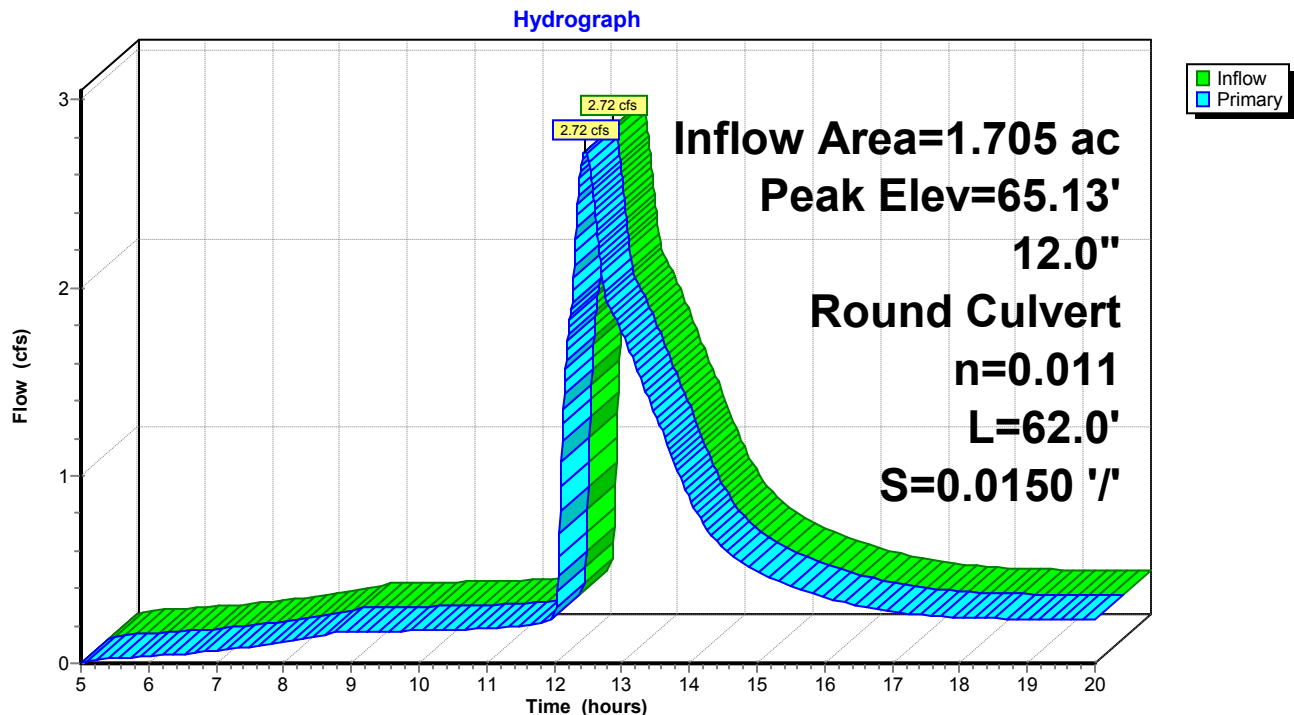
Peak Elev= 65.13' @ 12.46 hrs

Flood Elev= 71.80'

Device	Routing	Invert	Outlet Devices
#1	Primary	64.11'	12.0" Round Culvert L= 62.0' CMP, square edge headwall, Ke= 0.500 Inlet / Outlet Invert= 64.11' / 63.18' S= 0.0150 '/ Cc= 0.900 n= 0.011 Concrete pipe, straight & clean, Flow Area= 0.79 sf

Primary OutFlow Max=2.72 cfs @ 12.46 hrs HW=65.13' (Free Discharge)

↑1=Culvert (Inlet Controls 2.72 cfs @ 3.47 fps)

Pond DH86: Exist DH86

Summary for Pond SF1: Soil Filter 1

Inflow Area = 1.705 ac, 59.49% Impervious, Inflow Depth > 4.39" for 25-Year event
 Inflow = 7.91 cfs @ 12.13 hrs, Volume= 0.624 af
 Outflow = 2.72 cfs @ 12.46 hrs, Volume= 0.513 af, Atten= 66%, Lag= 19.7 min
 Primary = 2.72 cfs @ 12.46 hrs, Volume= 0.513 af

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.01 hrs
 Peak Elev= 72.66' @ 12.46 hrs Surf.Area= 5,254 sf Storage= 11,194 cf
 Flood Elev= 73.50' Surf.Area= 5,254 sf Storage= 11,678 cf

Plug-Flow detention time= 105.9 min calculated for 0.513 af (82% of inflow)
 Center-of-Mass det. time= 56.7 min (816.2 - 759.6)

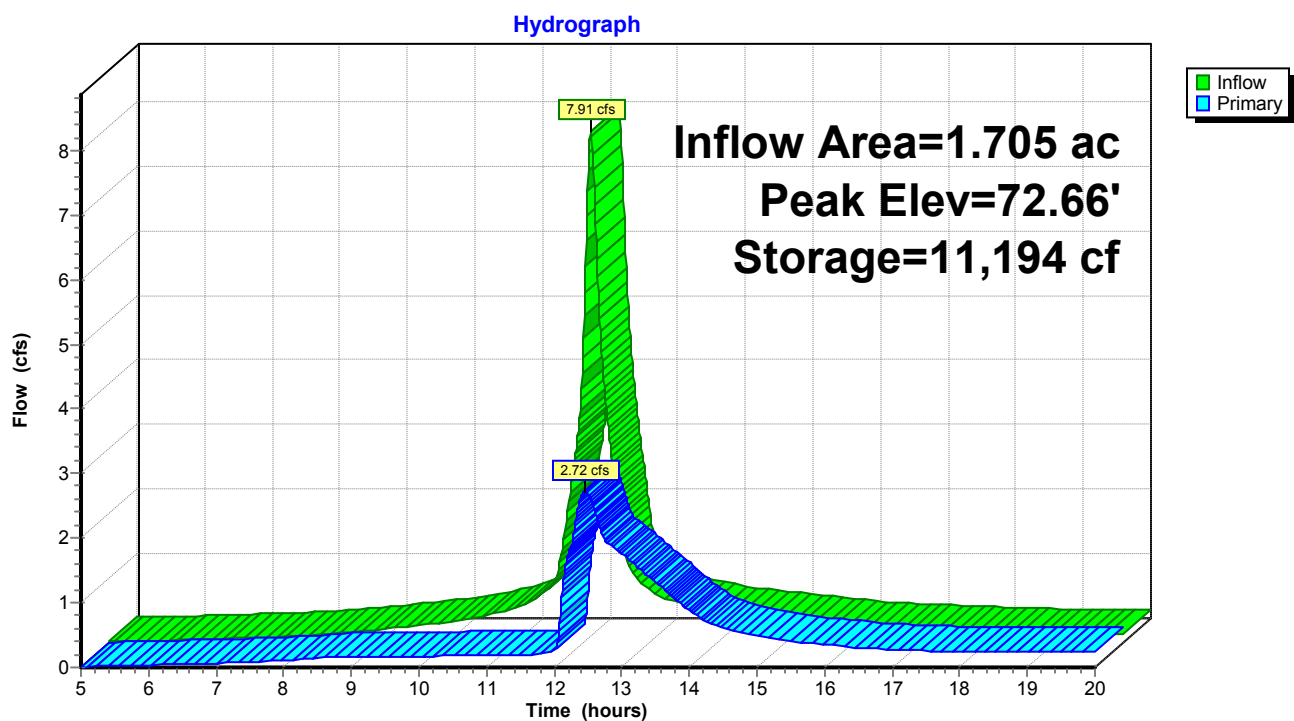
Volume	Invert	Avail.Storage	Storage Description
#1	70.00'	11,678 cf	Custom Stage Data (Prismatic) Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
70.00	2,997	0	0
71.00	3,857	3,427	3,427
71.50	4,309	2,042	5,469
71.75	4,774	1,135	6,604
72.50	5,254	3,761	10,364
72.75	5,254	1,314	11,678

Device	Routing	Invert	Outlet Devices
#1	Primary	67.33'	12.0" Round Culvert L= 80.0' CPP, square edge headwall, Ke= 0.500 Inlet / Outlet Invert= 67.33' / 66.93' S= 0.0050 ' / Cc= 0.900 n= 0.013 Corrugated PE, smooth interior, Flow Area= 0.79 sf
#2	Device 1	67.66'	6.0" Vert. Underdrain C= 0.600
#3	Device 2	70.00'	2.400 in/hr Exfiltration over Surface area
#4	Device 1	71.50'	6.0" Vert. Orifices X 2.00 C= 0.600
#5	Device 1	72.50'	18.0" Horiz. Nyloplast Grate X 0.65 C= 0.600 Limited to weir flow at low heads

Primary OutFlow Max=2.72 cfs @ 12.46 hrs HW=72.66' (Free Discharge)

1=Culvert (Passes 2.72 cfs of 6.84 cfs potential flow)
 2=Underdrain (Passes 0.29 cfs of 2.06 cfs potential flow)
 3=Exfiltration (Exfiltration Controls 0.29 cfs)
 4=Orifices (Orifice Controls 1.80 cfs @ 4.59 fps)
 5=Nyloplast Grate (Weir Controls 0.63 cfs @ 0.84 fps)

Pond SF1: Soil Filter 1

Attachment C

Inspection, Maintenance and Housekeeping Plan

INSPECTION, MAINTENANCE, AND HOUSEKEEPING PLAN

Valet Parking Lot Portland, ME

Introduction

Upon completion of the proposed development, Toye Realty Holdings III, LLC (or a subsidiary of) will be the responsible party for maintaining the stormwater management system. Until such time as the parking lot is established, such as during construction, the contractor shall be responsible for maintaining the stormwater management system. The responsible party shall schedule maintenance of all stormwater management structures, the establishment of any contract services required to implement the program, and the keeping of records and maintenance logbook.

Records of all inspections and maintenance work accomplished must be kept on file and retained for a minimum 5-year time span. The maintenance logbook will be made available to the Maine Department of Environmental Protection (MDEP) and the City of Portland upon request. At a minimum, the appropriate and relevant activities for each of the stormwater management systems will be performed on the prescribed schedule.

The following plan outlines the anticipated inspection, maintenance, and housekeeping procedures for the erosion and sedimentation controls as well as stormwater management devices for the project site. Also, this plan outlines several housekeeping requirements that shall be followed during and after construction. These procedures should be followed in order to ensure the intended function of the designed measures and to prevent unreasonable adverse impacts to the surrounding environment.

The procedures outlined in the Inspection, Maintenance, and Housekeeping Plan is provided as an overview of the anticipated practices to be used on this site. In some instances, additional measures may be required due to unexpected conditions. For additional details on any of the erosion and sedimentation control measures or stormwater management devices to be utilized on this project, refer to the most recently revised edition of the "Maine Erosion and Sedimentation Control BMP" manual and/or the "Stormwater Management for Maine: Best Management Practices" manual as published by the MDEP.

During Construction

1. **Inspection:** During the construction process, it is the Contractor's responsibility to comply with the inspection and maintenance procedures outlined in this section. These responsibilities include

inspecting disturbed and impervious areas, erosion control measures, materials storage areas that are exposed to precipitation, and locations where vehicles enter or exit the site. These areas shall be inspected at least once a week as well as before and after a storm event, and prior to completing permanent stabilization measures. A person with knowledge of erosion and stormwater control, including the standards and conditions in any applicable permits, shall conduct the inspections.

2. **Maintenance:** All measures shall be maintained in an effective operating condition until areas are permanently stabilized. If Best Management Practices (BMPs) need to be maintained or modified, additional BMPs are necessary, or other corrective action is needed, implementation must be completed within seven (7) calendar days and prior to any storm event (rainfall).
3. **Documentation:** A log summarizing the inspections and any corrective action taken must be maintained on-site. The log must include the name(s) and qualifications of the person making the inspections, the date(s) of the inspections, and major observations about the operation and maintenance of erosion and sedimentation controls, material storage areas, and vehicle access points to the site. Major observations must include BMPs that need maintenance, BMPs that failed to operate as designed or proved inadequate for a particular location, and locations where additional BMPs are needed. For each BMP requiring maintenance, BMP needing replacement, and location needing additional BMPs, note in the log the corrective action taken and when it was taken.

The log must be made accessible to the appropriate regulatory agency upon request. The permittee shall retain a copy of the log for a period of at least three (3) years from the completion of permanent stabilization.

4. **Specific Inspection and Maintenance Tasks:** The following is a list of erosion control and stormwater management measures and the specific inspection and maintenance tasks to be performed during construction.

A. Sediment Barriers:

- Hay bale barriers, silt fences, and filter berms shall be inspected immediately after each rainfall and at least daily during prolonged rainfall.
- If the fabric on silt fence or filter barrier should decompose or become ineffective prior to the end of the expected usable life and the barrier is still necessary, it shall be replaced.
- Sediment deposits should be removed after each storm event. They must be removed before deposits reach approximately one-half the height of the barrier.
- Filter berms shall be reshaped as needed.
- Any sediment deposits remaining in place after the silt fence or filter barrier is no longer required should be dressed to conform to the existing grade, prepared, and seeded.

B. Riprap Materials:

- Once a riprap installation has been completed, it should require very little maintenance. It shall, however, be inspected periodically to determine if high flows have caused scour beneath the riprap or dislodged any of the stone.

C. Erosion Control Blankets:

- Inspect these reinforced areas semi-annually and after significant rainfall events for slumping, sliding, seepage, and scour. Pay close attention to unreinforced areas adjacent to the erosion control blankets, which may experience accelerated erosion.
- Review all applicable inspection and maintenance procedures recommended by the specific blanket manufacturer. These tasks shall be included in addition to this plan.

D. Temporary Storm Drain Inlet Protection:

- The inlet protection structure shall be inspected before each rain event and repaired as necessary.
- Sediment shall be removed and the storm drain sediment barrier restored to its original dimensions when the sediment has accumulated to half of the design depth of the trap.
- Structures shall be removed upon permanent stabilization of the tributary area.
- Upon removal of the structure, all accumulated sediments downstream of the structure shall be cleaned from the storm drain system.

E. Stabilized Construction Entrances/Exits:

- The exit shall be maintained in a condition that will prevent tracking of sediment onto public rights-of-way.
- When the control pad becomes ineffective, the stone shall be removed along with the collected soil material. The entrance should then be reconstructed.
- Areas that have received mud-tracking or sediment deposits shall be swept or washed. Washing shall be done on an area stabilized with aggregate, which drains into an approved sediment-trapping device (not into storm drains, ditches, or waterways).

F. Temporary Seed and Mulch:

- Mulched areas should be inspected after rain events to check for rill erosion.
- If less than 90% of the soil surface is covered by mulch, additional mulch shall be applied in bare areas.
- In applications where seeding and mulch have been applied in conjunction with erosion

control blankets, the blankets must be inspected after rain events for dislocation or undercutting.

- Mulch shall continue to be reapplied until 95% of the soil surface has established temporary vegetative cover.

G. Stabilized Drainage Swales:

- Sediment accumulation in the swale shall be removed once the cross section of the swale is reduced by 25%.
- The swales shall be inspected after rainfall events. Any evidence of sloughing of the side slopes or channel erosion shall be repaired and corrective action should be taken to prevent reoccurrence of the problem.
- In addition to the stabilized lining of the channel (i.e. erosion control blankets), stone check dams may be needed to further reduce channel velocity.

5. **Housekeeping:** The following general performance standards apply to the proposed project.

- A. Spill Prevention: Controls must be used to prevent pollutants from being discharged from materials on-site, including storage practices to minimize exposure of the materials to stormwater, and appropriate spill prevention, containment, and response planning and implementation.
- B. Groundwater Protection: During construction, liquid petroleum products and other hazardous materials with the potential to contaminate groundwater may not be stored or handled in areas of the site draining to an infiltration area. An "infiltration area" is any area of the site that by design or as a result of soils, topography and other relevant factors, accumulates runoff that infiltrates into the soil. Dikes, berms, sumps, and other forms of secondary containment that prevent discharge to groundwater may be used to isolate portions of the site for the purposes of storage and handling of these materials.
- C. Fugitive Sediment and Dust: Actions must be taken to insure that activities do not result in noticeable erosion of soils or fugitive dust emissions during or after construction. Oil may not be used for dust control.
- D. Debris and Other Materials: Litter, construction debris, and chemicals exposed to stormwater must be prevented from becoming a pollutant source.
- E. Trench or Foundation Dewatering: Trench dewatering is the removal of water from trenches, foundations, cofferdams, ponds, and other areas within the construction area that retain water after excavation. In most cases, the collected water is heavily silted and hinders correct and safe construction practices. The collected water must be removed from the ponded area, either through gravity or pumping, and must be spread through natural wooded buffers or removed to areas that are specifically designed to collect the maximum amount of sediment possible, like a cofferdam sedimentation basin. Avoid allowing the water to flow over

disturbed areas of the site. Equivalent measures may be taken if approved.

After Construction

1. **Inspection:** After construction, the owner or operator shall hire a qualified post-construction stormwater inspector to at least annually, inspect the BMPs, in accordance with all municipal and state inspection, cleaning and maintenance requirements of the approved post-construction stormwater management plan.
2. **Maintenance, and repair:** If a BMP requires maintenance, repair or replacement to function as intended by the approved post-construction stormwater management plan, the owner or operator shall take corrective actions 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 actions to the Department of Public Services (DPS). The following is a list of permanent erosion control and stormwater management measures and the inspection, maintenance, and housekeeping tasks to be performed after construction.
 - A. Vegetated Areas:
 - Inspect vegetated areas, particularly slopes and embankments, early in the growing season or after heavy rains to identify active or potential erosion problems.
 - Replant bare areas or areas with sparse growth. Where rill erosion is evident, armor the area with an appropriate lining or divert the erosive flows to on-site areas able to withstand the concentrated flows.
 - B. Ditches, Swales and Other Open Channels:
 - Inspect ditches, swales, and other open stormwater channels in the spring, in the late fall, and after heavy rains to remove any obstructions to the flow. Remove accumulated sediments and debris, remove woody vegetative growth that could obstruct flow and repair any erosion of the ditch lining.
 - Vegetated ditches must be mowed at least annually or otherwise maintained to control the growth of woody vegetation and maintain flow capacity.
 - Any woody vegetation growing through riprap linings must also be removed. Repair any slumping side slopes as soon as practicable.
 - Replace riprap in areas where any underlying filter fabric or underlying gravel is showing through the stone or where stones have dislodged.
 - C. Level Lip Spreaders/Ditch Turnouts:
 - The level lip spreader pool shall be inspected after significant rainfall events for sediment accumulation and debris that may reduce its capacity. Sediment and debris buildup shall be removed once the volume of the pool has been reduced by 25%.
 - The level lip must be constructed so that runoff flows slowly over the lip to a sheet flow

condition through the receiving area. Repair or reconstruction of the level lip is required when the flow from the spreader becomes channelized.

- Do not store snow removed from the street/parking lot within the area of the level spreader.

D. Winter Sanding:

- Clear accumulations of winter sand in parking lots and along roadways at least once a year, preferably in the spring.
- Accumulations on pavement may be removed by pavement sweeping.
- Accumulations of sand along road shoulders may be removed by grading excess sand to the pavement edge and removing it manually or by a front-end loader or other acceptable method.

E. Underdrained Grass Filter

- The inlet and outlet of the BMP shall be checked periodically to ensure that flow structures are not blocked by debris. Inspections should be conducted monthly during wet weather conditions from March to November.
- Debris and sediment buildup shall be removed from the forebay and basin upon reaching a 6-inch accumulation within the forebay and 2 inches within the basin, but not less than annually.
- Mowing of grass may be conducted semiannually to a height of no less than 6-inches, with hand held trimmers or push mowers
- Grass filters shall be inspected annually for erosion, destabilization of sideslopes, embankment settling and other signs of structural failure. Corrective action should be taken immediately upon identification of problems.
- Rototill top of filter bed when ponding exceeds 48 hours
- Replace top several inches of filter material when ponding exceeds 72 hours

F. Catch Basins:

- Inspect and, if required, clean-out catch basins at least once a year, preferably in early spring.
- Clean out must include the removal and legal disposal of accumulated sediments and debris at the bottom of the basin, at any inlet grates, at any inflow channels to the basin, and at any pipes between basins.

G. Culverts:

- Inspect culverts in the spring, in the late fall, and after heavy rains to remove any obstructions to flow.
- Remove accumulated sediments and debris at the inlet, at the outlet, and within the conduit.
- Inspect and repair any erosion damage at the culvert's inlet and outlet.

- Inspect embankment for erosion, settling, and structural failure.
3. **Annual Report:** The owner or operator 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 that the person has inspected the BMPs 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 actions taken.
 4. **Duration of Maintenance:** Perform maintenance as described and required for any associated permits unless and until the system is formally accepted by a municipality or quasi-municipal district, or is placed under the jurisdiction of a legally created association that will be responsible for the maintenance of the system. If a municipality or quasi-municipal district chooses to accept a stormwater management system, or a component of a stormwater system, it must provide a letter to the MDEP stating that it assumes responsibility for the system. The letter must specify the components of the system for which the municipality or district will assume responsibility, and that the municipality or district agrees to maintain those components of the system in compliance with MDEP standards. Upon such assumption of responsibility, and approval by the MDEP, the municipality, quasi-municipal district, or association becomes a co-permittee for this purpose only and must comply with all terms and conditions of the permit.

Attachments

Attachment 1 – Sample Stormwater Inspection and Maintenance Form

Sample Stormwater Inspection and Maintenance Form

Valet Parking Lot; Portland, ME Attachment 1

This log is intended to accompany the stormwater Inspection, Maintenance and Housekeeping Plan for the Valet Parking Lot. The following items shall be checked, cleaned and maintained on a regular basis as specified in the Maintenance Plan and as described in the table below. This log shall be kept on file for a minimum of five (5) years and shall be available for review. Qualified personnel familiar with drainage systems and soils shall perform all inspections. Attached is a copy of the construction and post-construction maintenance logs.

Item	Maintenance Required & Frequency	Date Completed	Maintenance Personnel	Comments
Ditches and Swales	Inspect after major rainfall event producing greater than 3" of rain in 2 hours.			
	Repair erosion or damage immediately.			
Catch Basins and Culverts	Remove accumulated sediment and debris			
	Sump depth			
Vegetated Areas	Inspect Slopes			
	Replant Bare Areas			
	Check after Major Storms			
Winter Sanding	Clean annually (Spring)			
	Remove sand and sediment from roadway shoulders			
Level Lip Spreaders	Inspect after significant rainfall			
	Remove sediment if pool volume reduced by 25%			
	Repair the riprap if flow becomes channelized			
Underdrained Grass Filter	Inspect inlets/outlets to ensure no blockage from debris			
	Inspect sideslopes annually for erosion, destabilization, and embankment settling.			

Attachment D

Application for Stormwater Fee Credits

FORM 2**Non-Residential Stormwater Credits: New Development/Re-Development
(Site Plan Review Required)****Project Site Information**

Address: Jetport Boulevard, Portland, ME 04103
Street Address Zip Code
Parcel ID (Chart, Block, Lot # + 3-digit ID): 210A A006001
Project ID (if assigned): _____

Contact Information**Applicant (must be owner, lessee or buyer)**

Name: Toye, Thomas
Last First M.I.
Business Name (if Applicable): Toye Realty Holdings III, LLC
Relation to Owner (lessee, buyer, etc, if Applicable): Owner
Mailing P.O. Box 6285
Address: Street Address Apartment/Unit #
Cape, Elizabeth, ME 04107
City State Zip Code
Phone #: (305) 450 - 2552 E-mail Address: ttoye3@aol.com

Owner (if different from Applicant)

Name: _____
Last First M.I.
Mailing _____
Address: Street Address Apartment/Unit #

City State Zip Code
Phone #: () - E-mail Address: _____

Agent/Representative

Name: Sebago Technics, Inc. c/o Robert A. McSorley, P.E.
Last First M.I.
Mailing 75 John Roberts Road, Suite 1A
Address: Street Address Apartment/Unit #
South Portland, ME 04106
City State Zip Code
Phone #: (207) 200 - 2074 E-mail Address: rmcsorley@sebagotechnics.com

Credit Information			
Final Total Impervious Area:		<u>43,619</u> square feet	
The credit options and their corresponding credit values are listed in columns A and B, respectively. Indicate in column C the amount of impervious area that is eligible for each credit option, and note the product of columns B and C in column D. <i>The billable impervious area equal to the Total Impervious Area minus the sum of column D.</i>			
A	B	C	D
Minimum Water Quality Credit:	0.25	$\times$ _____ square feet	= _____ square feet
Minimum Water Quantity Credit:	0.05	$\times$ _____ square feet	= _____ square feet
Basic Water Quality Credit:	0.50	$\times$ <u>43,619</u> square feet	= <u>21,809</u> square feet
Basic Water Quantity Credit:	0.10	$\times$ <u>43,619</u> square feet	= <u>4,362</u> square feet
Extra Water Quality Credit:	0.75	$\times$ _____ square feet	= _____ square feet
Extra Water Quantity Credit:	0.25	$\times$ _____ square feet	= _____ square feet
Total			= <u>26,171</u> square feet
Billable Impervious Area (Total IA minus Sum of Column D):		<u>17,448</u> square feet	
Applicant Signature			
I hereby certify that I am the owner of record of the named property, or that the owner of record has authorized me to submit this application on his or her behalf. I agree to conform to all applicable laws of the City of Portland. In addition, I understand that the City of Portland Department of Public Services has the authority to enter and inspect all areas that pertain to this application at any reasonable hour to verify that the information contained in this form is accurate.			
Signature: _____ Date: _____			

Section 14. Statement of Project's Consistency with City Master Plan

Statement of Project’s Consistency with City Master Plans

There are no City of Portland Master Plans for the subject area.

Section 15. Ability to Serve Letters

Ability to Serve Letters

There will be no building construction at this time; therefore domestic water and wastewater service is not required.

Section 16. Statement of Solid Waste Generation

Statement of Solid Waste Generation**A. Estimated Quantities of Solid Waste**

The proposed valet parking lot is not expected to generate any significant volume of solid waste.

B. Off-Site Disposal of Construction/Demolition Debris

No appreciable amount of construction debris is expected from the project. Any generated debris will be source separated and transferred by a licensed non-hazardous waste transporter to a local construction material recycling facility.

Local waste management providers include:

- *Casella Waste Systems*, 87 Pleasant Hill Road, Scarborough
- *Troiano Waste*, 10 Filmike Way, South Portland

Local disposal sites include:

- Riverside Recycling Facility, Portland
- Community Recycling Center (CPRC Group), Scarborough

C. On-Site Disposal of Wood Waste/Land Clearing Debris

There should be no on-site disposal of wood waste or land clearing debris.

D. Special or Hazardous Waste

No Hazardous Waste will used or generated.

Section 17. NFPA 1/Fire Department Standards

NFPA 1/Fire Department Standards

The project will include only the construction of a parking lot at this time. Parking on the site will provide access aisles as required by the City of Portland Land Development Ordinances. Relative to NFPA 1, Chapter 18, the site has been designed to meet the following requirements as indicated:

Section 18.2 Fire Department Access

The site provides a minimum of 24' wide of clear access aisles in the parking lot. The lot will provide for a looped access to eliminate backing of or t-turn around movements of emergency vehicles.

Section 18.3 Water Supplies

The project will not include the construction of water services at this time.

Section 18.4 Fire Flow Requirements for Buildings

There will be no building construction with this project.

Section 18.5 Fire Hydrants

An existing fire hydrant is located along Jetport Boulevard across from the project site.

Section 18. Assessment of Consistency with Design Standards

Assessment of Consistency with Design Standards

The following is an assessment of the conformance with the design standards contained in Section 14-526 and in the City of Portland Technical Manual.

(a) Transportation Standards

1. Impact on Surrounding Street Systems

As the proposed use is a parking lot for an existing valet services at the Jetport and most of the historically kept vehicles have a stay of several days, this project is not intended to be a significant traffic generator.

2. Access and Circulation

The project provides adequate access and internal circulation. There will be no direct access to any thoroughfare streets. The site will only be accessed by employees of the valet parking service that will park vehicles on the property through the adjacent property owned by the applicant. Adequate access aisles will be provided for emergency vehicles.

3. Public Transit Access

Patrons of the valet service will be shuttled to and fro the Jetport from check-in on the adjacent property.

4. Parking

There is no use proposed for the site that requires parking; parking will be patrons of the valet service on the adjacent property. Snow storage will be as indicated on the site plan.

(b) Environmental Quality Standards

1. Preservation of Significant Natural Features

No specific significant habitats or natural features were exist on the site.

2. Landscaping and Landscape Preservation

As part of the site clearing operations, the owner had a buffer of trees and vegetation left along the property line of the adjacent hotel as well as street along Jetport Boulevard to act as screening. There is also a significant buffer between the property and the internal loop road of the Jetport. Disturbed areas that as not part of the proposed parking surface will be loamed and seeded.

3. Water Quality, Stormwater Management and Erosion Control

The project is designed to meet the current Chapter 500 Standards of Maine Stormwater Law as required by the Maine Department of Environmental Protection and the City's stormwater standards. Please refer to the Stormwater Section of this submission (Section 13). As this project will provide water quality treatment and detention, an application is enclosed for credits to the City's stormwater fees.

(c) Public Infrastructure and Community Safety Standards

1. Consistency with City Master Plans

There are no known master plans for this area. Project is consistent with the Comprehensive Plan, see section on Statement of Project's Consistency with City Master Plans.

2. Public Safety and Fire Prevention

As the project will consist of a parking area, the site will have good visibility. However, the property will have restricted access and will not be accessible by the general public.

3. Availability and Adequate Capacity of Public Utilities

The project does not propose any building construction at this time; therefore, utility service is not required.

(d) Site Design Standards

1. Massing, Ventilation and Wind Impact

The project will have no buildings at this time.

2. Shadows

The project will have no buildings at this time.

3. Snow and Ice Loading

All snow and ice will be kept on-site..

4. View corridors

The project will have no buildings at this time; the project will not affect any existing view corridors.

5. Historic Resources

A submission has been made to the Maine State Historical Preservation Office relative to their database. There exist no buildings older than 50 old, historical sites or landmarks adjacent to the site.

6. Exterior Lighting

The site will; only be accessed by employees of the valet services; the owner intends to coordinate with CMP relative to the placement of two new cut cutoff lights at the northern corners of the new parking lot.

7. Noise and Vibration

The proposed project is not anticipated to create significant noise or vibration past the property lines.

8. Signage and Wayfinding

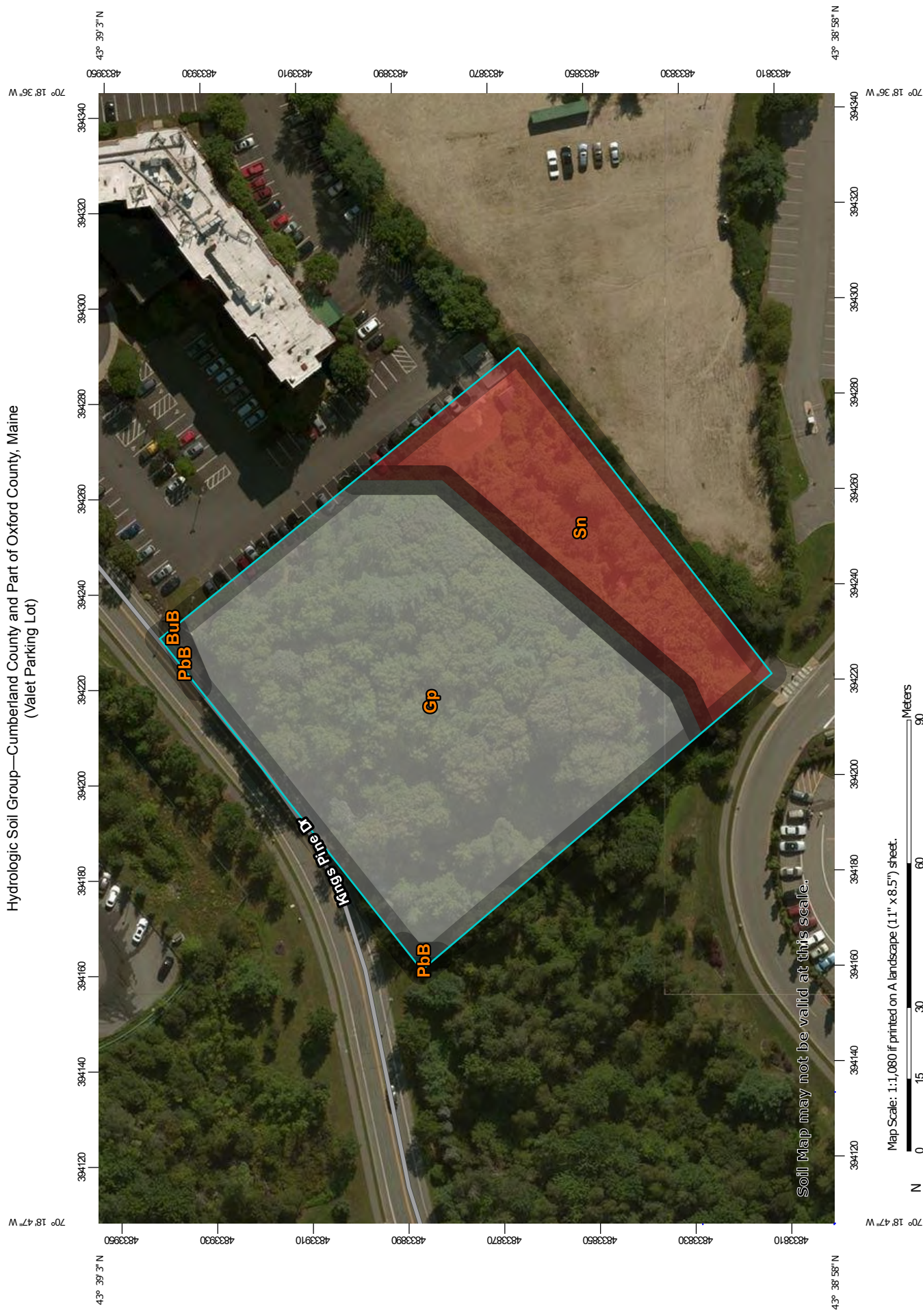
The project does not propose any signage.

9. Zoning Related Design Standards

There are no other known zoning related design standards that affect the property.

Section 19. Soils Report

Hydrologic Soil Group—Cumberland County and Part of Oxford County, Maine (Valet Parking Lot)



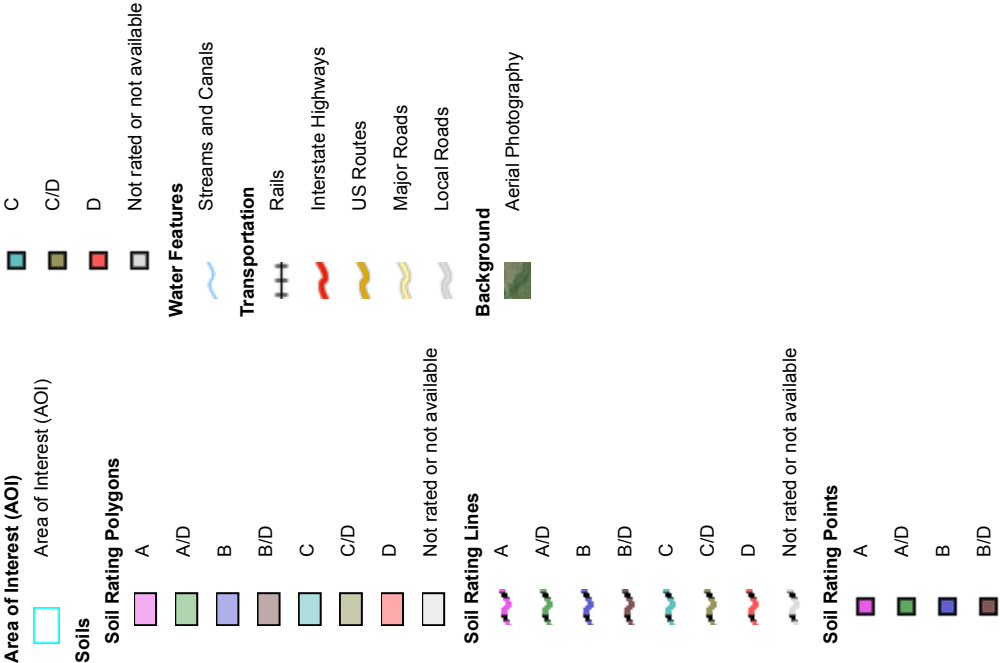
Soil Map may not be valid at this scale.

Map Scale: 1:1,080 if printed on A landscape (11" x 8.5") sheet.



Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 19N WGS84

MAP LEGEND



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:
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 12, Sep 15, 2016

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.

Hydrologic Soil Group

Hydrologic Soil Group— Summary by Map Unit — Cumberland County and Part of Oxford County, Maine (ME005)				
Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
BuB	Lamoine silt loam, 3 to 8 percent slopes	C/D	0.0	0.0%
Gp	Gravel pits		1.6	74.6%
PbB	Paxton fine sandy loam, 3 to 8 percent slopes	C	0.0	0.3%
Sn	Scantic silt loam, 0 to 3 percent slopes	D	0.5	25.1%
Totals for Area of Interest			2.1	100.0%

Description

Hydrologic soil groups are based on estimates of runoff potential. Soils are assigned to one of four groups according to the rate of water infiltration when the soils are not protected by vegetation, are thoroughly wet, and receive precipitation from long-duration storms.

The soils in the United States are assigned to four groups (A, B, C, and D) and three dual classes (A/D, B/D, and C/D). The groups are defined as follows:

Group A. Soils having a high infiltration rate (low runoff potential) when thoroughly wet. These consist mainly of deep, well drained to excessively drained sands or gravelly sands. These soils have a high rate of water transmission.

Group B. Soils having a moderate infiltration rate when thoroughly wet. These consist chiefly of moderately deep or deep, moderately well drained or well drained soils that have moderately fine texture to moderately coarse texture. These soils have a moderate rate of water transmission.

Group C. Soils having a slow infiltration rate when thoroughly wet. These consist chiefly of soils having a layer that impedes the downward movement of water or soils of moderately fine texture or fine texture. These soils have a slow rate of water transmission.

Group D. Soils having a very slow infiltration rate (high runoff potential) when thoroughly wet. These consist chiefly of clays that have a high shrink-swell potential, soils that have a high water table, soils that have a claypan or clay layer at or near the surface, and soils that are shallow over nearly impervious material. These soils have a very slow rate of water transmission.

If a soil is assigned to a dual hydrologic group (A/D, B/D, or C/D), the first letter is for drained areas and the second is for undrained areas. Only the soils that in their natural condition are in group D are assigned to dual classes.

Rating Options

Aggregation Method: Dominant Condition

Component Percent Cutoff: None Specified

Tie-break Rule: Higher

Section 20. Site/Subdivision Plans

VALET PARKING LOT

JETPORT BOULEVARD
PORTLAND, ME 04102

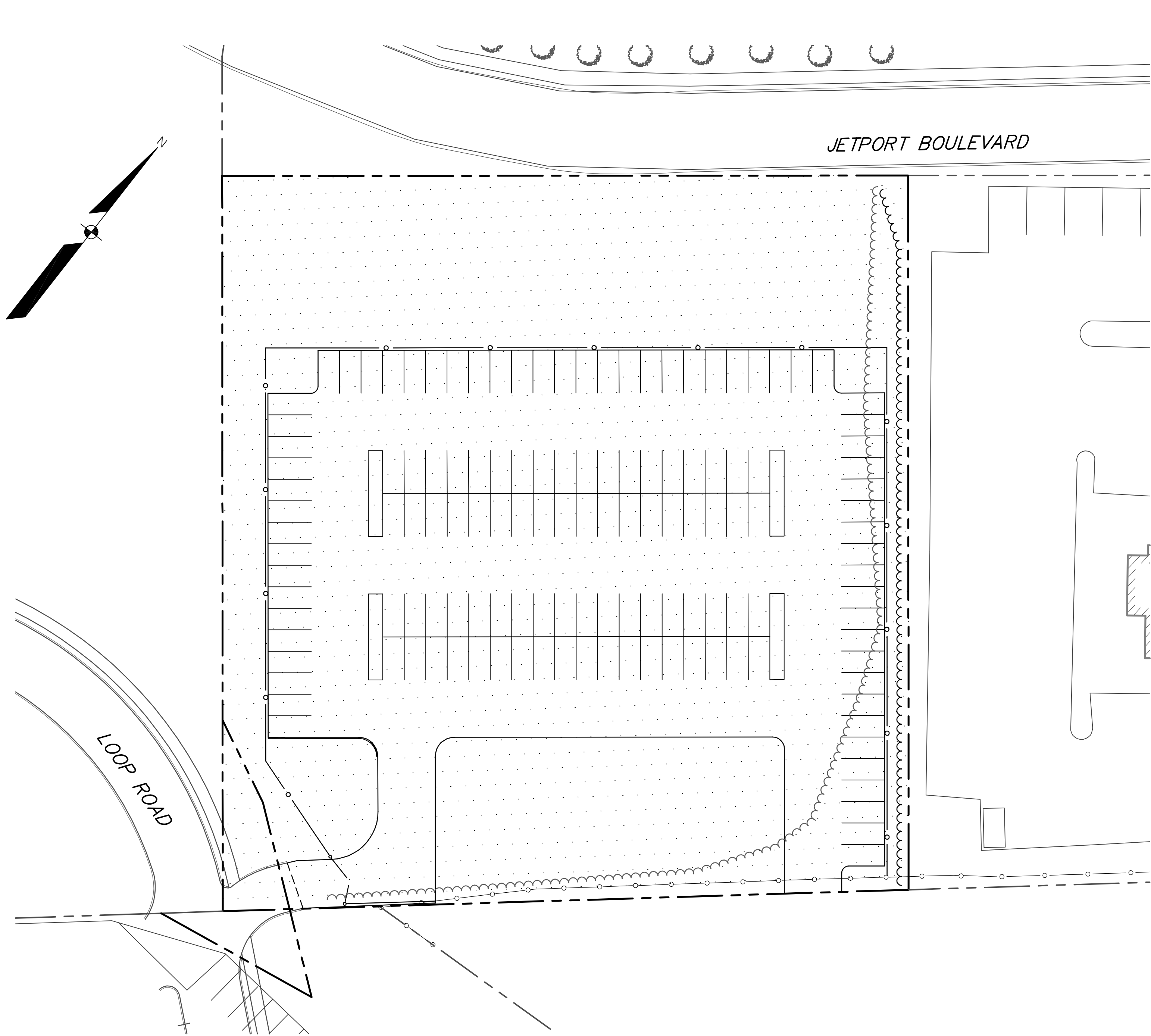
APPLICANT:
TOYE REALTY
HOLDINGS III, LLC
P.O. BOX 6285
CAPE ELIZABETH, ME 04107

ENGINEER/SURVEYOR:

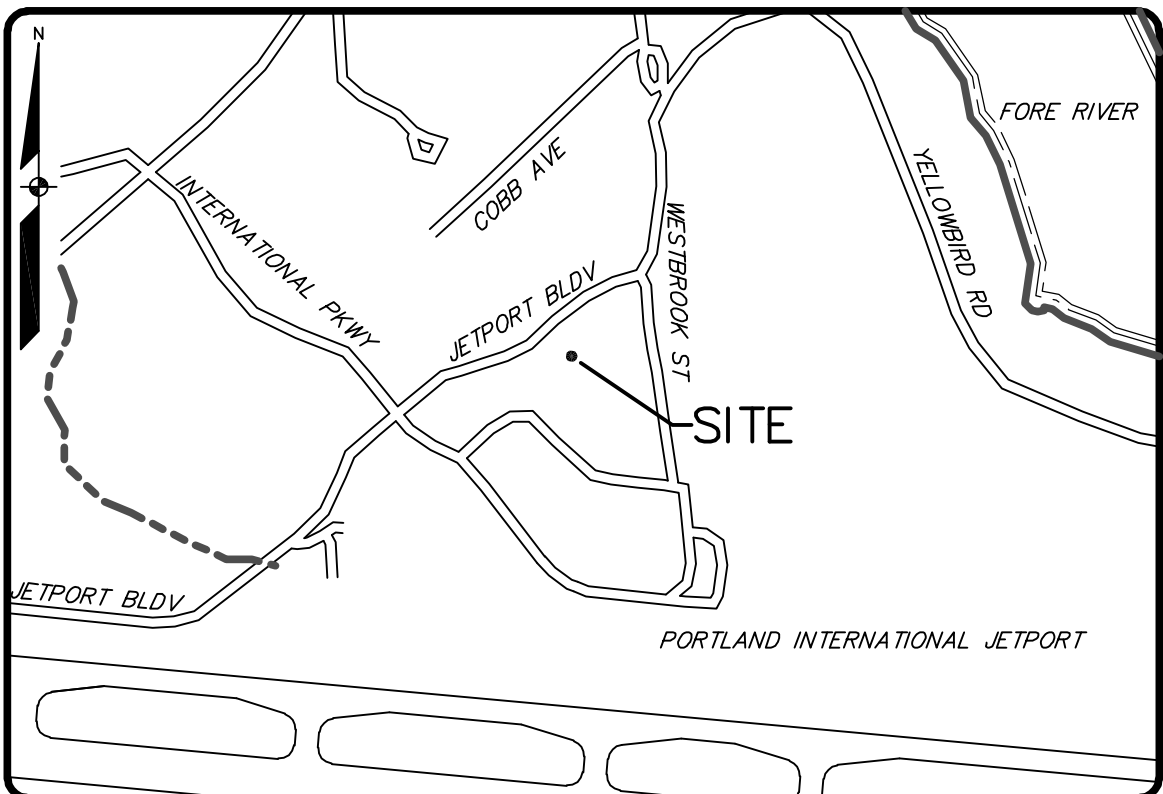


WWW.SEBAGOTECHNICS.COM

75 John Roberts Rd. 250 Goddard Rd.
Suite 1A Suite B
South Portland, ME 04106 Lewiston, ME 04240
Tel. 207-200-2100 Tel. 207-783-5656



SCALE: 1" = 30'

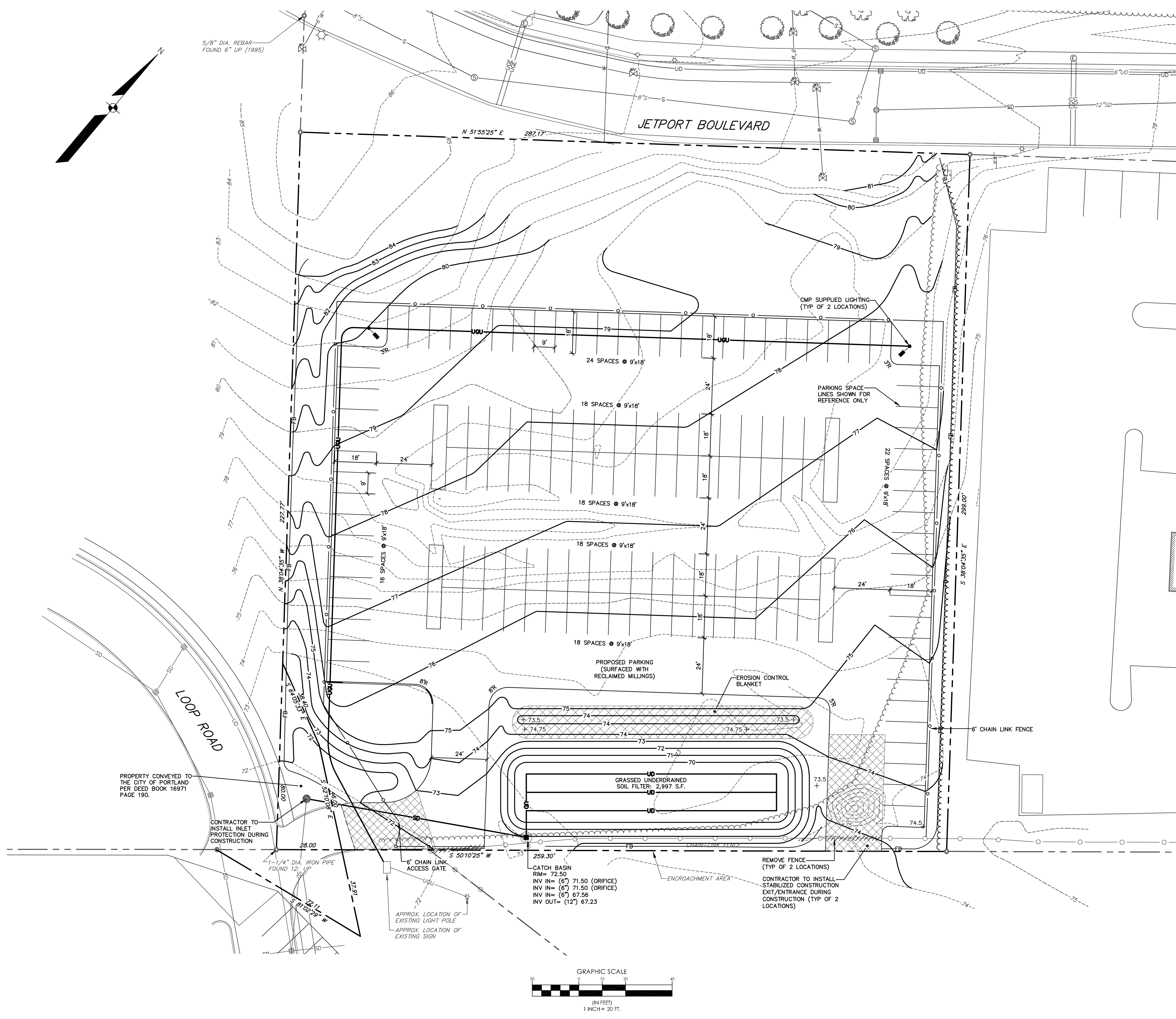


LOCATION MAP

NTS

INDEX OF PLANS

SHEET NO.	SHEET TITLE
1	COVER SHEET
2	SITE IMPROVEMENT PLAN
3	EROSION & SEDIMENT CONTROL PLAN NOTES & DETAILS
4	DETAILS
5	DETAILS
6	PRE-DEVELOPMENT WATERSHED PLAN
7	POST-DEVELOPMENT WATERSHED PLAN



GENERAL NOTES:

- 1) THE RECORD OWNER OF THE PROPERTY AT THE TIME OF OUR FIELD SURVEY IS TOYE REALTY HOLDINGS III, LLC BY DEED DATED JANUARY 8, 2001 AND RECORDED IN THE CUMBERLAND COUNTY REGISTRY OF DEEDS IN BOOK 15976, PAGE 325.
- 2) THE PROPERTY IS SHOWN ON THE CITY OF PORTLAND TAX MAP 210A, BEING DEPICTED AS LOT A-6 AND IS LOCATED IN THE AIRPORT BUSINESS ZONING DISTRICT.
- 3) SPACE AND BULK REQUIREMENTS FOR THE AB DISTRICT ARE AS FOLLOWS:

	REQUIRED	PROPOSED
MINIMUM LOT SIZE	20,000 S.F.	87,123 S.F.
MINIMUM STREET FRONTAGE	50'	287'4"
MINIMUM FRONT YARD	NONE*	N/A
MINIMUM SIDE YARD	NONE**	N/A
MINIMUM REAR YARD	NONE***	N/A
MAXIMUM BUILDING HEIGHT	75'	N/A
MAXIMUM IMPERVIOUS SURFACE	70%	53.2%
MINIMUM LOT WIDTH	50'	N/A

 - * 20 FEET FOR WESTBROOK STREET
 - ** 50 FEET ADJACENT TO A RESIDENTIAL ZONE
 - *** 25 FEET ADJACENT TO A RESIDENTIAL ZONESEE ORDINANCE FOR MORE PARTICULAR INFORMATION
- 4) TOTAL AREA OF PROPERTY: 1.97 ACRES. MORE OR LESS.
- 5) PRIOR WETLAND DELINEATION FOR PROPERTY WAS COMPLETED BY MARK HAMPTON ASSOCIATES, INC IN OCTOBER 2015 IN ACCORDANCE WITH 1987 U.S. ARMY CORPS OF ENGINEERS WETLAND DELINEATION MANUAL.
- 6) THE BEARING SHOWN HEREON ARE BASED UPON GRID NORTH NAD 1983 MAINE WEST ZONE.
- 7) PLAN REFERENCES:
 - A) STANDARD BOUNDARY SURVEY FOR THIRTY RENT-A-CAR DATED JULY 11, 1988 BY SEBAGO TECHINCS AND SUBSEQUENT FIELD WORK AND RESEARCH ENCOMPASSING ADDITIONAL PROPERTY COMPLETED IN 1995.
 - B) CITY OF PORTLAND, MAINE PUBLIC WORKS DEPARTMENT PLAN OF LARRABEE-NIELSON AND FAIRWEATHER PROPERTIES DATED MARCH 18, 1941 DRAWING # 456/25 BY EDWARD M. HUNT, C.E.
 - C) STANDARD BOUNDARY SURVEY ON CONGRESS STREET IN PORTLAND, MAINE FOR CITY OF PORTLAND FOR CITY OF PORTLAND DATED NOVEMBER 20, 1990 BY OWEN HASKELL, INC.
 - D) PLAN OF LAND IN PORTLAND, MAINE FOR RICHARD CARVEL DATED JULY 15, 1974 BY OWEN HASKELL, INC.
 - E) PLAN OF LAND ON CONGRESS AND WESTBROOK STREETS, PORTLAND, MAINE FOR DUNFREY PROPERTIES DATED THROUGH SEPTEMBER 15, 1988 BY OWEN HASKELL, INC.
 - F) CITY OF PORTLAND CITY PROPERTY PLAN DRAWING NO. 156 SHOWING AREA CONVEYANCES BETWEEN 1941 AND 1959.
 - G) PORTLAND INTERNATIONAL JETPORT RECORDING PLAT DATED NOVEMBER 6, 1987 BY DUFRESNE-HENRY, INC., RECORDED IN PLAN BOOK 166 PAGE 60.
 - H) STREET REFERENCES:
 - A) CITY OF PORTLAND STREET RECORDS VOLUME 2, PAGE 47 DESCRIBING WESTBROOK STREET AS BEING 4 RODS WIDE. SEE ALSO VOLUME 2, PAGES 203 AND 204. A PORTION OF WESTBROOK STREET SOUTHERLY OF THE SITE WAS DISCONTINUED BY THE COMMISSIONERS OF CUMBERLAND COUNTY IN JANUARY 1957. SEE CITY STREET RECORDS VOLUME 2, PAGE 225. SEE ALSO SHEETS 12 THROUGH 15 OF THE CITY OF PORTLAND'S BLUE SHEETS FOR ADDITIONAL RIGHT-OF-WAY INFORMATION.
 - I) SUBJECT TO:
 - A) QUITCLAIM DEED GRANTED TO THE CITY OF PORTLAND AS RECORDED A DEED RECORDED IN BOOK 16971 PAGE 190.
 - J) THIS PLAN IS BASED UPON A BOUNDARY SURVEY PERFORMED IN CONFORMANCE WITH THE STATE OF MAINE BOARD OF LICENSURE FOR PROFESSIONAL LAND SURVEYORS STANDARDS OF PRACTICE, WITH THE EXCEPTION THAT NO REPORT OF SURVEY HAS BEEN PREPARED, NO NEW DEED DESCRIPTION HAS BEEN PREPARED AND THAT NO UPDATED RESEARCH HAS BEEN PERFORMED BY THE SIGNING PROFESSIONAL SINCE 2001.

LEGEND	
EXISTING	PROPOSED
PROPERTY LINE/R.O.W.	PROPERTY LINE/R.O.W.
ABUTTER LINE/R.O.W.	
IRON PIPE/ROD	
BUILDING	
EDGE WETLAND	
WETLANDS	
EDGE PAVEMENT	
PAVEMENT SAWCUT	
PAVEMENT PAINT	
CURB LINE	
TREELINE	
CONTOURS	CONTOURS
SPOT GRADE	SPOT GRADE
CHAIN LINK FENCE	CHAIN LINK FENCE
DECIDUOUS TREE	
SIGN	
GAS	
WATER	
WATER GATE VALVE	
HYDRANT	
SANITARY SEWER	
SANITARY MANHOLE	
STORM DRAIN	
UNDER DRAIN	
CATCH BASIN	
OVERHEAD UTILITY	
UNDERGROUND UTILITY	
ELECTRICAL MANHOLE	
LIGHT POLE	
FILTER BARRIER	
INLET PROTECTION	
EROSION CONTROL BLANKET	

NOT FOR CONSTRUCTION

STATE OF MAINE
ROBERT A. MCSORLEY
REGISTERED PROFESSIONAL LAND SURVEYOR
LICENSE NO. 426-17

DESIGNED	CHECKED
SAH	RAM

REV: BY: DATE: STATUS: A: RAM 4-26-17 SITE PLAN SUBMISSION

THIS PLAN SHALL NOT BE MODIFIED WITHOUT WRITTEN PERMISSION FROM SEBAGO TECHINCS, INC. ANY ALTERATIONS AUTHORIZED OR OTHERWISE, SHALL BE AT THE USER'S SOLE RISK AND WITHOUT LIABILITY TO SEBAGO TECHINCS, INC.

SEBAGO TECHINCS
WWW.SEBAGOTECHINCS.COM
75 John Roberts Rd., Suite B
South Portland, ME 04106
Tel: 207-200-9100 Tel: 207-783-5656

SITE IMPROVEMENT PLAN
OF:
VALET PARKING LOT
JETPORT BOULEVARD
PORTLAND, ME 04102

FOR:
TOYE REALTY HOLDINGS III, LLC
P.O. BOX 6285
CAPE ELIZABETH, ME 04107

PROJECT NO.	SCALE
88125	1" = 20'

SHEET 2 OF 7

88125.dwg, TAB 5

NOT FOR CONSTRUCTION

-
- STATE OF MAINE
ROBERT A. MCSORLEY
LICENSED PROFESSIONAL ENGINEER
10088A
4-26-17

[illegible]

REV.	BY:	DATE:	STATUS:
THIS PLAN SHALL NOT BE MODIFIED WITHOUT WRITTEN PERMISSION FROM SEBAGO TECHNIQS, INC. ANY ALTERATIONS, AUTHORIZED OR OTHERWISE, SHALL BE AT THE USER'S SOLE RISK AND WITHOUT LIABILITY TO SEBAGO TECHNIQS, INC.			

SEBAGO
TECHNICS
WWW.SEBAGOTECHNICS.COM

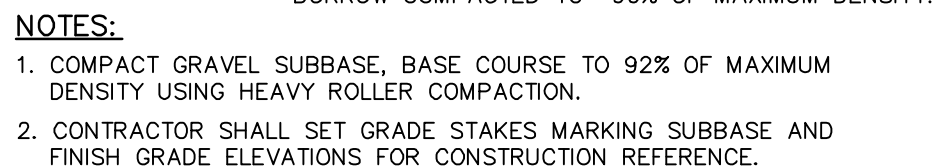
75 John Roberts Rd.
Suite 1A
South Portland, ME 04106
Tel. 207-200-2100

DETAILS
OF: VALET PARKING LOT
JETPORT BOULEVARD
PORTLAND, ME 04102
FOR: TOYE REALTY HOLDINGS III, LLC

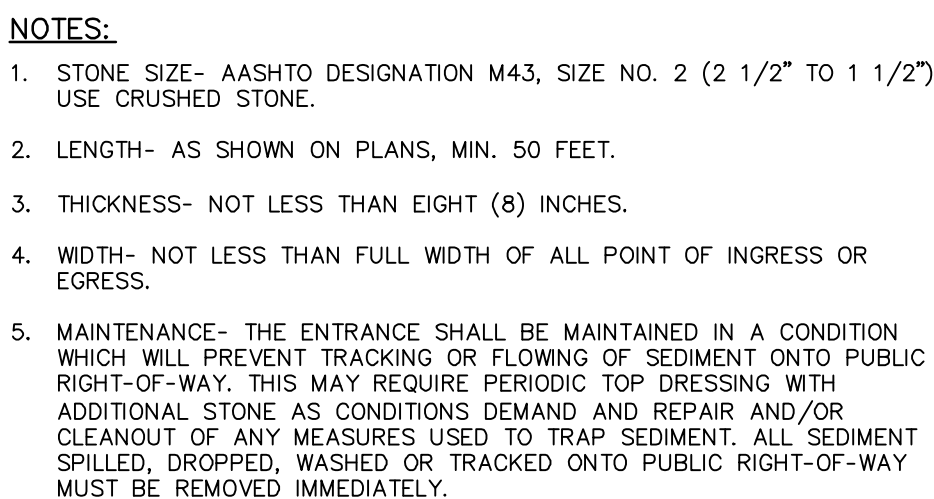
PROJECT NO.	SCALE
88125	NTS

SHEET 4 OF 7

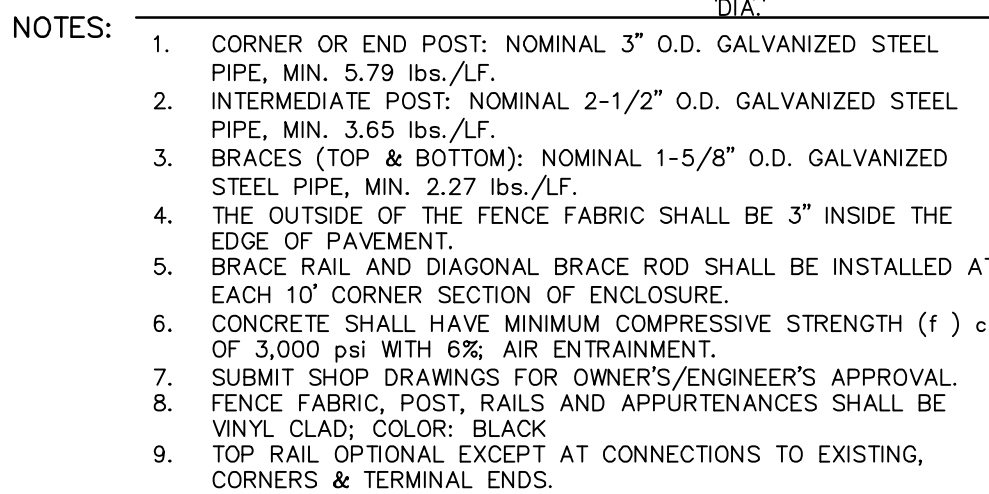
38125D.dwg, TAB:D2



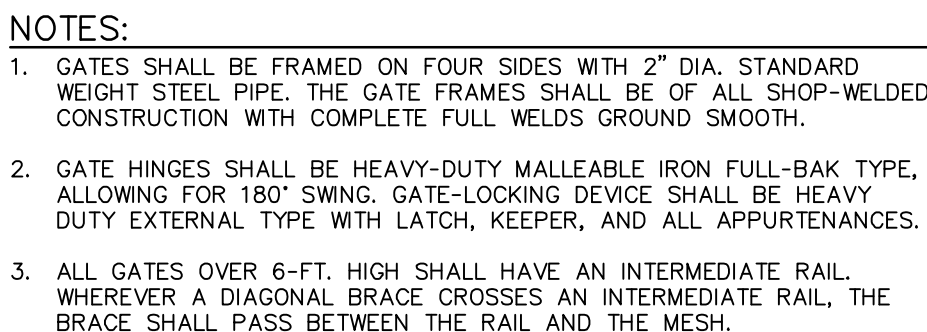
NOT TO SCALE



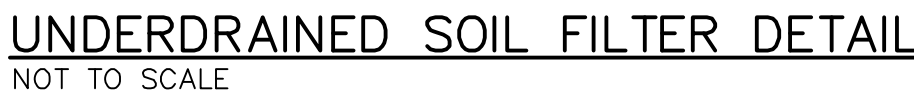
NOT TO SCALE



NOT TO SCALE

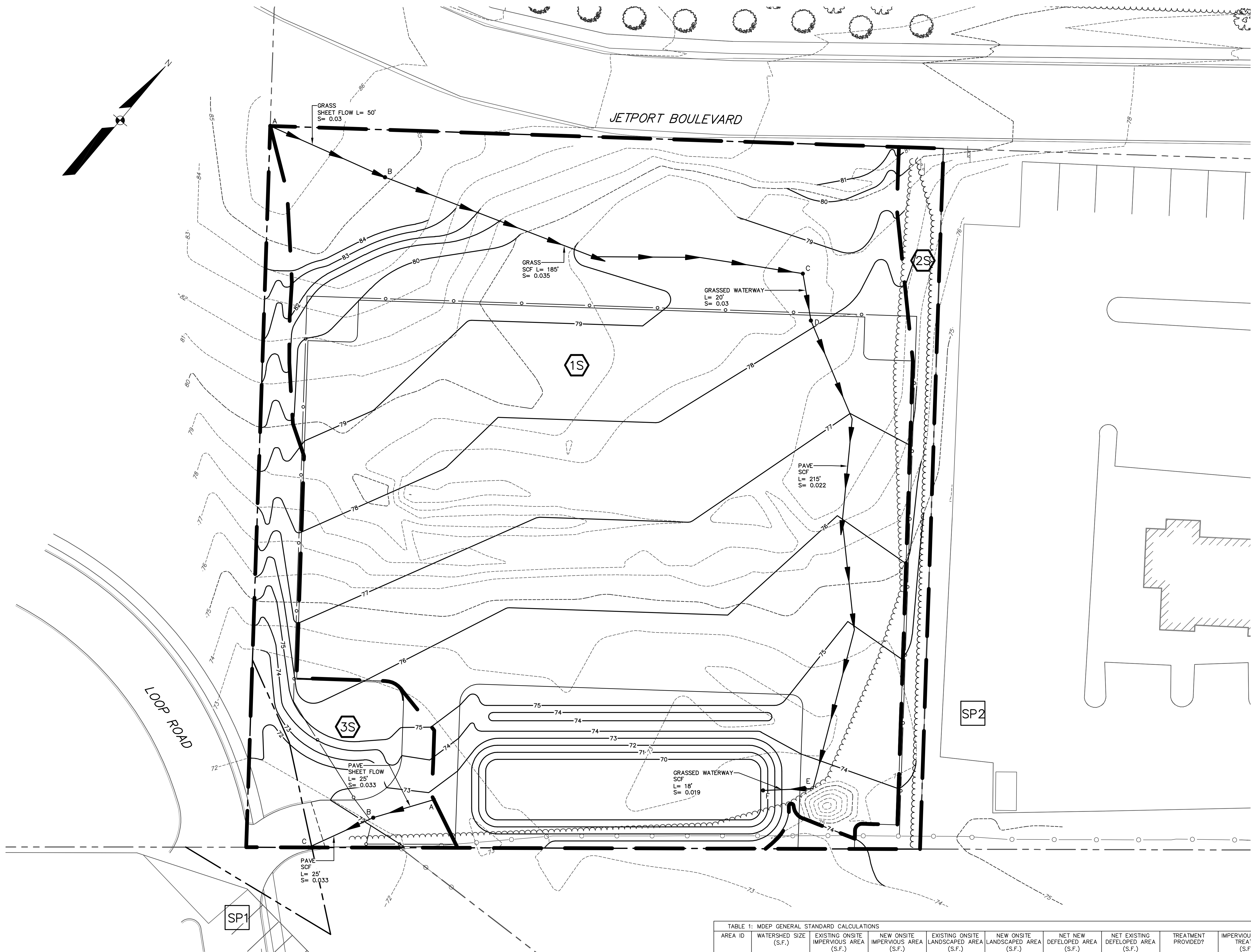


NOT TO SCALE



LOAMY COARSE SAND LAYER	
SIEVE SIZE	% PASSING BY WEIGHT
#10	85-100
#20	70-100
#60	15-50
#200	8-15
CLAY FRACTION	0-2

NOTE: SUPERHUMUS OR EQUIVALENT.



LEGEND

Watershed Boundary
Time of Concentration

Watershed Label

Reach

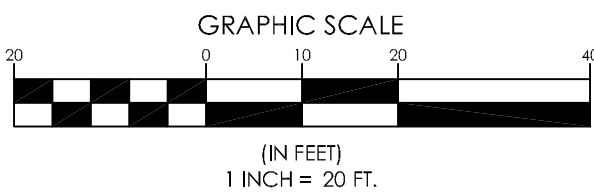


TABLE 1: MDEP GENERAL STANDARD CALCULATIONS												
AREA ID	WATERSHED SIZE (S.F.)	EXISTING ONSITE IMPERVIOUS AREA (S.F.)	NEW ONSITE IMPERVIOUS AREA (S.F.)	EXISTING ONSITE LANDSCAPED AREA (S.F.)	NEW ONSITE LANDSCAPED AREA (S.F.)	NET NEW DEVELOPED AREA (S.F.)	NET EXISTING DEVELOPED AREA (S.F.)	TREATMENT PROVIDED?	IMPERVIOUS AREA TREATED (S.F.)	LANDSCAPED AREA TREATED (S.F.)	DEVELOPED AREA TREATED (S.F.)	TREATMENT BMP
1	74,272	0	44,862	4,862	25,222	69,410	4,862	YES	44,188	30,084	74,272	
2	4,045	0	216	2,219	1,610	1,826	2,219	NO	0	0	0	
3	8,806	470	1,703	0	6,633	8,336	0	NO	0	0	0	
TOTAL (S.F.)	87,123	470	46,107	7,081	33,465	79,572	7,081		44,188	30,084	74,272	

TOTAL NEW IMPERVIOUS AREA (S.F.)	46,107	TOTAL DEVELOPED AREA (S.F.)	79,572
TOTAL IMPERVIOUS AREA RECEIVING TREATMENT (S.F.)	44,188	TOTAL DEV. AREA RECEIVING TREATMENT (S.F.)	74,272
% OF IMPERVIOUS AREA RECEIVING TREATMENT	95.84%	% OF DEV. AREA RECEIVING TREATMENT	93.34%

NOT FOR CONSTRUCTION

STATE OF MAINE
REGISTERED PROFESSIONAL ENGINEER
ROBERT A. MCSORLEY
LICENSE NO. 10345
EXPIRATION DATE 4-26-17

DESIGNED	CHECKED
SAH	RAM
A. RAM 4-26-17 SITE PLAN SUBMISSION	
REV. BY:	DATE: STATUS:
THIS PLAN SHALL NOT BE MODIFIED WITHOUT WRITTEN PERMISSION FROM SEBAGO TECHNICS, INC. ANY ALTERATIONS, AUTHORIZED OR OTHERWISE, SHALL BE AT THE USER'S SOLE RISK AND WITHOUT LIABILITY TO SEBAGO TECHNICS, INC.	

SEBAGO TECHNICS

WWW.SEBAGOTECHNICS.COM

75 John Roberts Rd., Suite B
South Portland, ME 04106
Tel. 207-200-2100 Tel. 207-783-5656

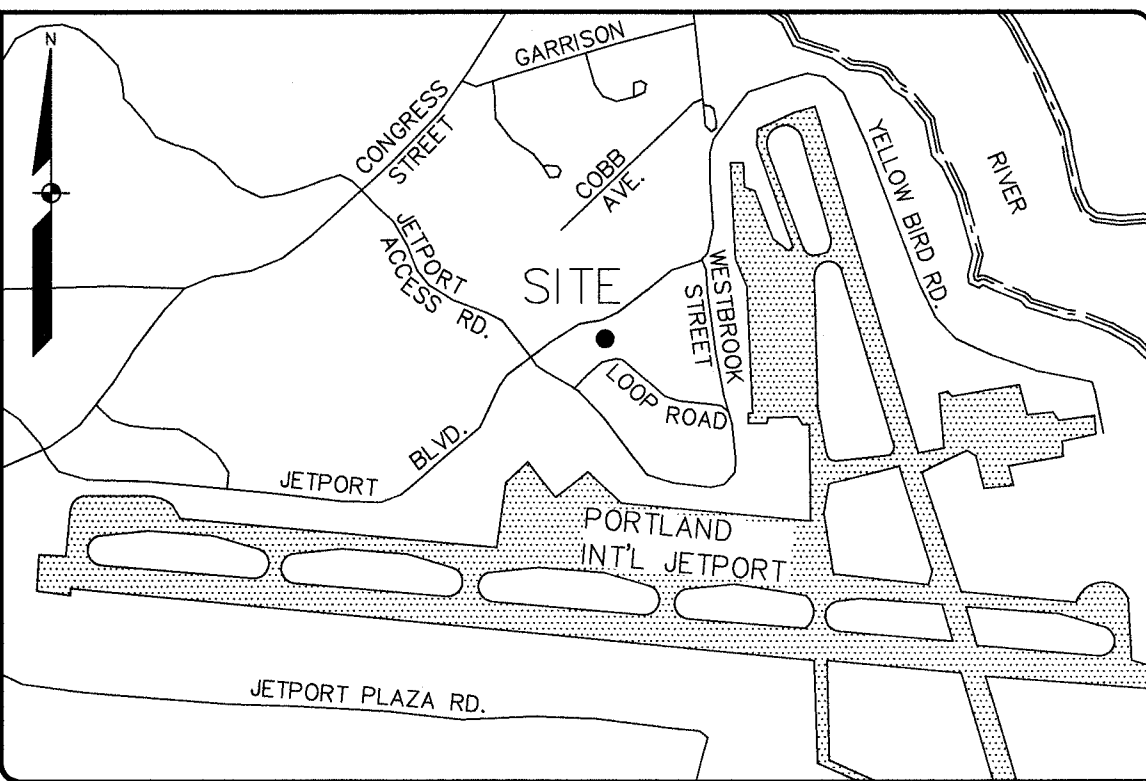
POST-DEVELOPMENT WATERSHED PLAN

OF: VALET PARKING LOT
JETPORT BOULEVARD
PORTLAND, ME 04102

FOR: TOYE REALTY HOLDINGS III, LLC
P.O. BOX 6285
CAPE ELIZABETH, ME 04107

PROJECT NO. 88125 SCALE 1" = 20'

SHEET 7 OF 7



LOCATION MAP N.T.S.

GENERAL NOTES:

- 1) THE RECORD OWNER OF THE PROPERTY AT THE TIME OF THE FIELD SURVEY WAS TOYE REALTY HOLDINGS III, LLC BY DEED DATED JANUARY 8, 2001 AND RECORDED IN THE CUMBERLAND COUNTY REGISTRY OF DEEDS IN BOOK 15976, PAGE 325.
- 2) THE PROPERTY IS SHOWN ON THE CITY OF PORTLAND TAX MAP 210A, BEING DEPICTED AS LOT A-6 AND IS LOCATED IN THE AIRPORT BUSINESS ZONING DISTRICT.
- 3) SPACE AND BULK REQUIREMENTS FOR THE AB DISTRICT ARE AS FOLLOWS:
- | | REQUIRED | PROPOSED |
|---|-------------|-------------|
| MINIMUM LOT SIZE. | 20,000 S.F. | 87,123 S.F. |
| MINIMUM STREET FRONTAGE. | 50' | 287'+ |
| MINIMUM FRONT YARD. | NONE* | N/A |
| MINIMUM SIDE YARD. | NONE** | N/A |
| MINIMUM REAR YARD. | NONE*** | N/A |
| MAXIMUM BUILDING HEIGHT. | 75' | N/A |
| MAXIMUM IMPERVIOUS SURFACE. | 70% | 53.2% |
| MINIMUM LOT WIDTH. | 50' | N/A |
| * 20 FEET FOR WESTBROOK STREET | | |
| ** 50 FEET ADJACENT TO A RESIDENTIAL ZONE | | |
| *** 25 FEET ADJACENT TO A RESIDENTIAL ZONE | | |
| SEE ORDINANCE FOR MORE PARTICULAR INFORMATION | | |
- 4) TOTAL AREA OF PROPERTY: 1.97 ACRES. MORE OR LESS.
- 5) PRIOR WETLAND DELINEATION FOR PROPERTY WAS COMPLETED BY MARK HAMPTON ASSOCIATES, INC. IN OCTOBER 2015 IN CONFORMANCE WITH 1987 U.S. ARMY CORPS OF ENGINEERS WETLAND DELINEATION MANUAL.
- 6) THE BEARINGS SHOWN HEREON ARE BASED UPON GRID NORTH, MAINE STATE PLANE COORDINATE SYSTEM, MAINE WEST ZONE, NAD 1983. ELEVATIONS DEPICTED HEREON ARE BASED ON NGVD 29.
- 7) PLAN REFERENCES:
- A) STANDARD BOUNDARY SURVEY FOR THRIFTY RENT-A-CAR DATED JULY 11, 1988 BY SEBAGO TECHNIQS AND SUBSEQUENT FIELD WORK AND RESEARCH ENCOMPASSING ADDITIONAL PROPERTY COMPLETED IN 1995.
- B) CITY OF PORTLAND, MAINE PUBLIC WORKS DEPARTMENT PLAN OF LARRABEE-NIELSON AND FARRATHER PROPERTIES DATED MARCH 18, 1941 DRAWING # 456/25 BY EDWARD M. HUNT, C.E.
- C) STANDARD BOUNDARY SURVEY ON CONGRESS STREET IN PORTLAND, MAINE FOR CITY OF PORTLAND DATED NOVEMBER 20, 1990 BY OWEN HASKELL, INC.
- D) PLAN OF LAND IN PORTLAND, MAINE FOR RICHARD CARVEL DATED JULY 15, 1974 BY OWEN HASKELL, INC.
- E) PLAN OF LAND ON CONGRESS AND WESTBROOK STREETS, PORTLAND, MAINE FOR DUNFREY PROPERTIES DATED THROUGH SEPTEMBER 15, 1988 BY OWEN HASKELL, INC.
- F) CITY OF PORTLAND CITY PROPERTY PLAN DRAWING NO. 156 SHOWING AREA CONVEYANCES BETWEEN 1941 AND 1959.
- G) PORTLAND INTERNATIONAL JETPORT RECORDING PLAT DATED NOVEMBER 6, 1987 BY DUFRESNE-HENRY, INC., RECORDED IN PLAN BOOK 166, PAGE 60.
- H) STANDARD BOUNDARY SURVEY OF THOMAS A. TOYE PROPERTY DATED 11/27/00 BY SEBAGO TECHNIQS.
- 8) STREET REFERENCES:
- A) CITY OF PORTLAND STREET RECORDS VOLUME 2, PAGE 47 DESCRIBING WESTBROOK STREET AS BEING 4 RODES WIDE. SEE ALSO VOLUME 2, PAGES 203 AND 204. A PORTION OF WESTBROOK STREET SOUTHERLY OF THE SITE WAS DISCONTINUED BY THE COMMISSIONERS OF CUMBERLAND COUNTY IN JANUARY 1957. SEE CITY STREET RECORDS VOLUME 2, PAGE 225. SEE ALSO SHEETS 12 THROUGH 15 OF THE CITY OF PORTLAND'S BLUE SHEETS FOR ADDITIONAL RIGHT-OF-WAY INFORMATION.
- 9) SUBJECT TO:
- A) QUICLAIM DEED GRANTED TO THE CITY OF PORTLAND AS RECORDED IN BOOK 16971, PAGE 190.
- 10) THIS PLAN IS BASED UPON A BOUNDARY SURVEY PERFORMED IN CONFORMANCE WITH THE STATE OF MAINE BOARD OF LICENSES FOR PROFESSIONAL LAND SURVEYORS STANDARDS OF PRACTICE WITH THE EXCEPTION THAT NO REPORT OF SURVEY HAS BEEN RECORDED OR NO NEW DESCRIPTION HAS BEEN PREPARED AND THAT NO UPDATED RESEARCH HAS BEEN PERFORMED BY THE SIGNING PROFESSIONAL SINCE 2000.

EXISTING		EXISTING	
———	PROPERTY LINE/R.O.W.	—C—	SIGN
———	ABUTTER LINE/R.O.W.	—W—	GAS
----	DEED LINE/R.O.W.	—W—	WATER
⊙	IRON PIPE/ROD	—W—	WATER GATE VALVE
C1/L1	DEED CALL	—H—	HYDRANT
C1/L1	CURVE/LINE NO.	—W—	WATER METER
////	BUILDING	—S—	SANITARY SEWER
-----	EDGE WETLAND	—S—	SANITARY MANHOLE
⬆	WETLANDS	—SD—	STORM DRAIN
-----	EDGE PAVEMENT	—UD—	UNDER DRAIN
-----	PAVEMENT SAWCUT	⊙	CATCH BASIN
-----	PAVEMENT PAINT	—OHU—	OVERHEAD UTILITY
=====	CURB LINE	—	UNDERGROUND UTILITY
~~~~~	TREELINE	⊕	ELECTRICAL MANHOLE
---120---118---	CONTOURS	☆	LIGHT POLE
○	CHAIN LINK FENCE		
⊙	DECIDUOUS TREE		