



City of Portland
JOINT MEETING OF THE
HOUSING COMMITTEE
AND THE
ECONOMIC DEVELOPMENT COMMITTEE: March 4, 2020 at 5:30 p.m.

Room 24
Basement Conference Room
Portland City Hall

1. Presentation on Limited Equity Cooperative Housing Model for Committee information.

a. Limited Equity Cooperative Housing Model

2. Presentation on changes to HUD/CDBG census tract eligibility for Committee information.

a. HCD Eligible Area Memo

3. Review, public hearing, and possible vote on a recommendation to the City Council for the 104 Grant Street Affordable Housing Tax Increment Financing Credit Enhancement Agreement request.

a. 104 Grant Street AHTIF Request

NOTE: Pursuant to 1 M.R.S. 405(6)(F), 5 M.R.S. 13119-A and 30-A M.R.S. 5242(13) the Committee may go into executive session to review proprietary information and provide direction to staff regarding negotiations.

4. Review, public hearing, and provide direction to staff to market the following City-owned properties for sale or lease for housing development:

a. Memo: Disposition of City-owned property

b. 21 Randall Street

c. 165 Lambert Street

- d. 43 & 91 Douglass Street

NOTE: Pursuant to 1 M.R.S.A. 405(6)(C), the Committee may go into executive session to provide direction to staff regarding disposition of the above real estate properties.

- 5. Executive Session: Pursuant to 1 M.R.S.A. 405(6)(C)(E), the Committee will go into executive session to provide direction to staff regarding:

- a. Possible disposition of City-owned real estate at 431 Commercial Street; and,
- b. Possible disposition of City-owned property in Falmouth



Housing Cooperatives for Portland

Creating Diverse, Accessible, Inclusive Home Ownership

Presentation to Economic Development & Housing Committees March 4, 2020



uhab

URBAN HOMESTEADING ASSISTANCE BOARD



What is a housing cooperative?



What is a housing cooperative?



Legal entity that owns the real estate, in this case '165-167-169 Avenue C Housing Development Fund Corporation'

What is a housing cooperative?

Cooperative corporation owns the real estate as opposed to individuals or a landlord.

Residents own shares in the corporation. These **shareholders** hold proprietary leases with the co-op that enables them to occupy their specific unit.

Democratic control – shareholders regularly elect a board, each shareholder gets one vote.



What is a limited-equity housing co-op?

The resale price of shares is **limited**, keeping the housing affordable for the next generation.

In addition to keeping the purchase price lower than market, limited-equity housing co-ops typically have income guidelines to ensure the co-op is serving its intended population.



473 United HDFC

DEVELOPMENT COST

PER UNIT	\$132,687
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20 UNIT TOTAL	\$2,653,741
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PERMANENT SOURCES OF FINANCING

CONVENTIONAL BANK LOAN	\$528,583
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CITY FINANCING*	\$1,682,658
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First-time Homebuyer GRANT*	\$400,000
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Homebuyer EQUITY	\$42,500
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TOTAL	\$2,653,741
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*Subsidy

473 United HDFC

OPERATING BUDGET	
“RENTAL” INCOME	182,354
TOTAL OPERATING COSTS*	119,313
NET OPERATING INCOME	63,041.14
TOTAL DEBT SERVICE	54,357.59
NET CASH FLOW	8,683.54

*Property tax abatement is a primary operating subsidy, sometimes able to get reduced rates for water + sewer. Individual Section 8 rental vouchers are made available to families that can't afford the maintenance.



Co-op Benefits

- Economic
- Social
- Personal
- Community



Co-ops Go Solar



CO-OPS GO SOLAR



22 affordable co-ops
signed up for solar



9,500 tons of CO2
avoided over the panels' lifetime



522 kW-DC
produced over panels' lifetime



First Bronx co-ops
to power their buildings with solar



\$4,566,071 in savings
over the panels' lifetime



643 households
benefitting from solar

Raise-Op Housing Cooperative

15 Homes, 50 Residents, 3 Buildings



Raise-Op Housing Cooperative

Annual Member Meeting 2019



Raise-Op Housing Cooperative

Governance Structure

Members

Elect board of directors
Follow policy set by the board



Board of Directors

Majority Members
1 Representative per building
Community Volunteers

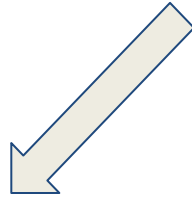


Other Committees

Recommendations to board

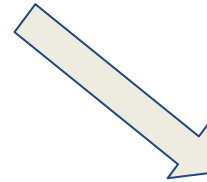
House Committees

Develop operating budget
Maintenance decisions
Building rules



Staff

Organizes members
Implements policy
Professional support



Raise-Op Housing Cooperative

Community Organizing



Raise-Op Housing Cooperative

Community Development





COOPERATIVE
DEVELOPMENT
INSTITUTE

The Northeast Center
for Cooperative Business

Founded by Cooperative Leaders in Western Massachusetts in 1994. We have staff across the Northeast and work in New England & New York.

Four Program Areas:

- **New England Resident Owned Communities**
- **Business Ownership Solutions**
- **Cooperative Food Systems**
- **Cooperative Business Services**

Housing Co-ops for Portland

Integration with Economic Development

Housing Co-op Developments can include:

- Artist Studios or Makers Spaces
- Retail Storefronts
- Grocery Stores
- Office Spaces
- Community Gathering Spaces
- Commercial Kitchens
- Entertainment and Sports Facilities

Increase community and economic engagement through neighborhood scale development



Housing Co-ops for Portland

Ownership Workforce Housing

Fill Gaps between affordable rental and market-rate housing

Potentials to integrate with a Community Land Trust or Publicly Owned Land with a long term lease

Conversion of existing apartment buildings to Co-op Ownership

New Construction for Cooperative Housing



Amalgamated Co-op, The Bronx, NY



Co-op City, The Bronx, NY



Cooperative Village, Lower East Side, NY



Rexmill Square, Jonesboro, GA



Hanover Grove Co-op, Fraser, MI



Rose Street Artists Cooperative, Burlington, VT



Echo Ridge Homes Co-op, Albuquerque, NM



Charter Oaks Resident Owned Community, Arundel, ME



Dos Pinos Co-op, Davis, CA

**DOS
PINOS**

HOUSING
COOPERATIVE
2550
SYCAMORE LANE

Apex Belltown Co-op, Seattle, WA

Furniture · Interior Accessories · Gifts

South Bend Mutual, South Bend, IN



Wardtown Resident Owned Community, Freeport, ME



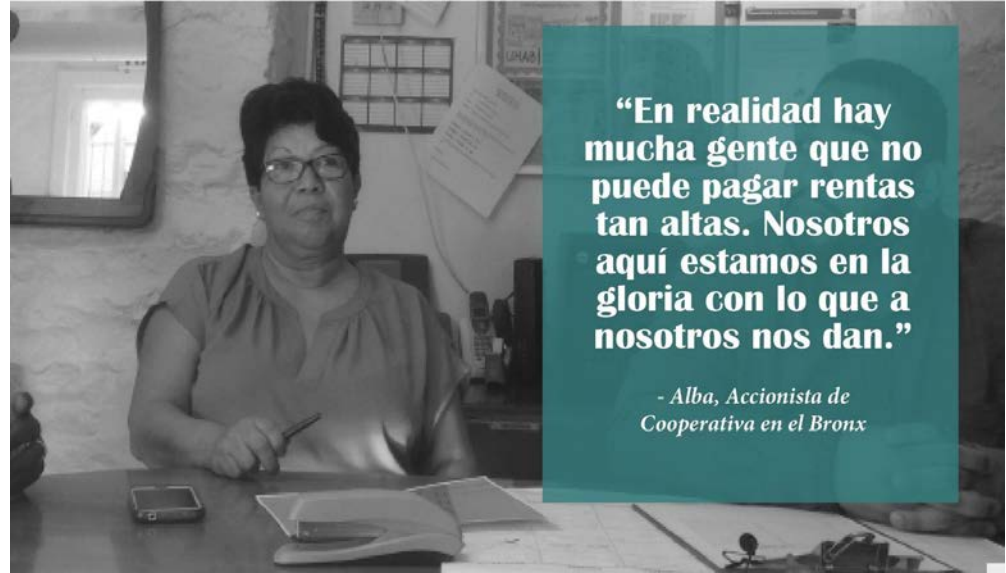
We Own It!

Sheraden Park Co-op, Pittsburgh, PA



Economic Benefits

- Co-ops are affordable to households who might otherwise be priced out of the market.
- Re-sale restrictions preserve affordability for future generations.
- Lower monthly costs than comparative rentals.
- Higher quality than comparative rentals.

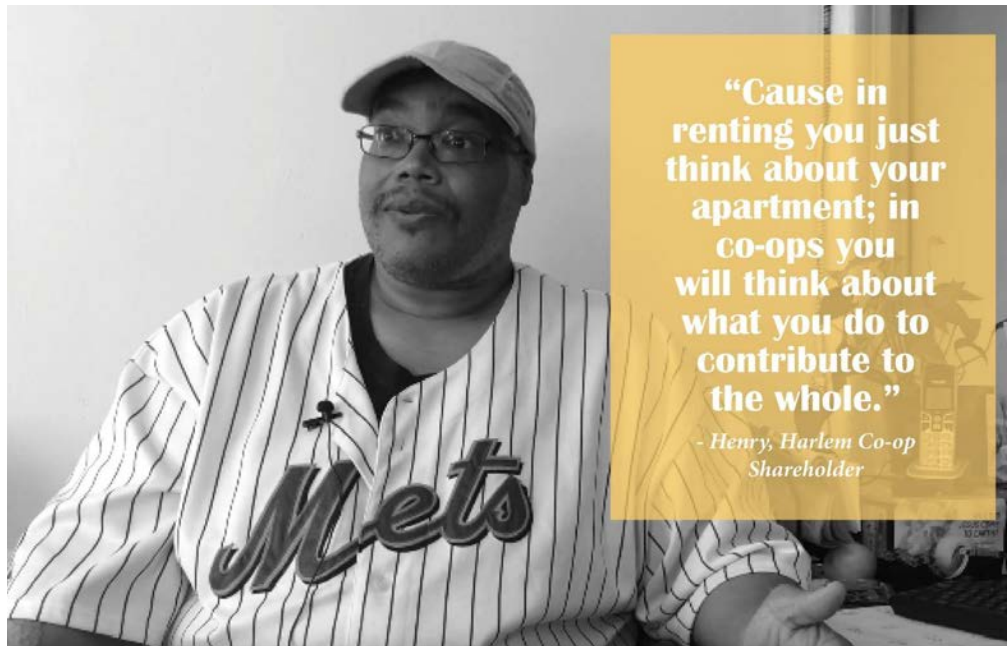


Economic Benefits

- Enhanced “bankability,” collectively and individually.
- Shareholders may qualify for tax deductions for mortgage interest and property taxes.
- Equity can be inherited.
- Foreclosure rates are much lower than for single-family homeowners in comparable income groups.

Social Benefits

- Participation in civic and community affairs
- Pride in, and sense of belonging to, a community
- Lower rates of vandalism and reported crime
- More likely to vote



Personal Benefits

- High levels of satisfaction with housing
- Sense of achievement and competence
- Increased income, and disposable income
- Increased net worth
- Increase sense of independence
- Opportunities for participation and leadership
- Gain skills that lead to jobs, job improvement, or education



Community Benefits

- Co-ops are bulwark against gentrification
- Co-ops promote longer tenure in multi-family buildings
- Co-ops are an incubator of neighborhood leaders
- Co-op residents tend to be more active in community affairs



Contact Information

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www.cdi.coop

Brian Eng, Portland Property Owner and UHAB Board Member



CITY OF PORTLAND
Planning & Urban Development Department
Housing and Community Development Division

MEMORANDUM

To: Councilor Jill Duson, Chair of the Housing Committee
Members of the Housing Committee

Councilor Justin Costa, Chair of the Economic Development Committee
Members of the Economic Development Committee

From: Mary Davis, Housing and Community Development Division Director
Amanda Methot, HCD Compliance Officer

Date: February 26, 2020

RE: HCD Eligible Areas Map

As a grant recipient under the HUD's CDBG Entitlement program, the city must ensure that any use of funds for a CDBG-assisted activity is eligible by meeting one or more of the national objectives required under the criteria in 24 CFR §570.208. HUD released updated summary data in early 2019 (based on the American Community Survey 2011-2015 5-year estimates). The data was incorporated into the City's 2020-2021 CDBG Application which was released in the fall of 2019.

When a CDBG project is fulfilling the national objective on an area-wide basis, the population of that area must be at least 51% low-moderate income (LMI). Low-moderate income is defined as a household whose income is at or below 80% of the area median income. HUD updates and distributes this data every 5 years and it is used by Housing and Community Development Division staff to determine the service areas that would be eligible for CDBG activity funding. The data was last updated by HUD in 2014, utilizing the American Community Survey 2006-2010 5-year estimates.

Newly Eligible Block Groups

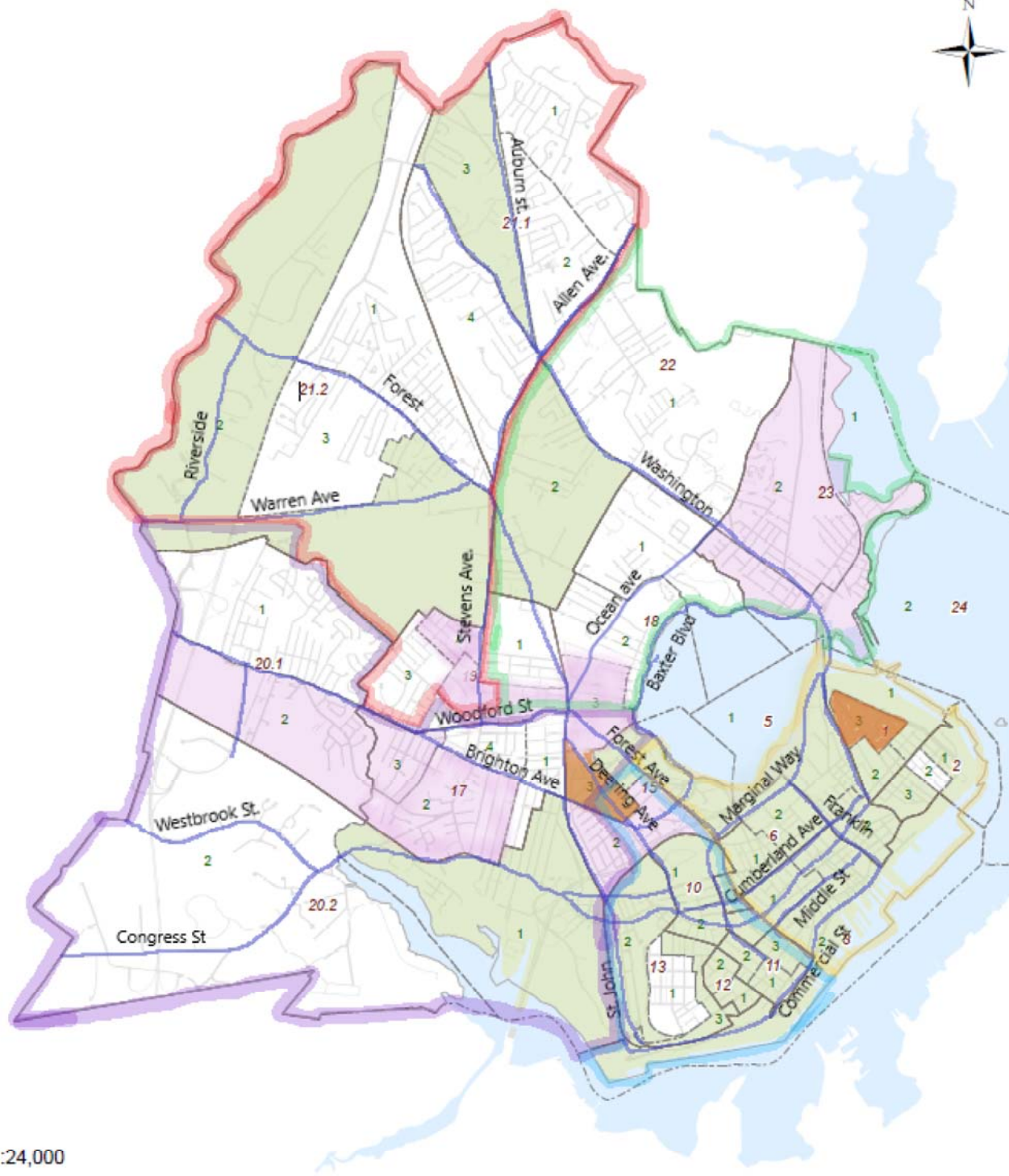
There are 10 blocks that have become eligible between 2014 and 2019. Census tracts 17, 18, and 20.1 had the largest difference in LMI percentage between 2014 and 2019. The change is indicated in the table that follows.

Tract/Block Group	2014 LMI %	2019 LMI %
15/2	41.10%	55.31%
17/2	39.68%	54.48%
17/3	29.92%	58.77%
18/3	28.81%	60.85%
19/2	32.03%	53.33%
19/4	47.41%	58.39%
20.1/2	26.47%	53.47%
23/2	48.33%	53.03%
23/3	48.17%	60.67%
24/3 (islands)	4%	70.59%

Previously Eligible Block Groups

There are two block groups that were eligible in 2014 that have become ineligible in 2019 due to their LMI percentage dropping below the 51% threshold. These two changes occurred in the East End/ Munjoy Hill Neighborhood and the Oakdale Neighborhood. The East End has seen significant development since 2014, with an influx of luxury condos in the ineligible block group. The change is indicated in the table below:

Tract/Block Group	2014 LMI %	2019 LMI %
1/3	77.62%	49.41%
15/3	63.59%	49.49%



1:24,000

-  2014 LMI Blocks
-  2019 LMI Blocks New
-  2014 LMI Blocks Removed in 2019

-  District 5
-  District 4
-  District 3
-  District 2
-  District 1



CITY OF PORTLAND
Planning & Urban Development Department
Housing and Community Development Division

TO: Councilor Duson, Chair
Members of the Housing Committee

Councilor Costa, Chair
Members of the Economic Development Committee

FROM: Mary Davis, Division Director, Housing & Community Development

DATE: February 28, 2020

SUBJECT: Watson Renewal Grant LLC – 104 Grant Street
Affordable Housing Tax Increment Financing Request

As you may recall, under the terms of a Purchase and Sale Agreement between the City of Portland and Tom Watson & Co., LLC, related to the city sale of 82 Hanover Street, the buyer's post-closing obligations required construction of at least 23 units at property located at 104 Grant Street. Watson Renewal Grant LLC (WRG) is a partnership formed to meet that obligation. WRG is proposing to construct 23 condominium units on the 104 Grant Street site and is requesting financial assistance from the City in the form of an Affordable Housing Tax Increment Financing District and Credit Enhancement Agreement to assist with the cost of construction of the project. If approved, the AHTIF will be provided through a Credit Enhancement Agreement at 75% of the increased taxable value, currently estimated at a 30-year annual average of \$93,000.

The development district will include 23 units of workforce housing. The project will include 1 two-bedroom and 22 one-bedroom condominiums. Fifty-two percent (52%) or a total of twelve of the twenty-three units, will be available for sale as workforce housing affordable to households at 120% of the area median income. The units will have affordability restrictions through the Affordable Housing TIF program, MaineHousing's Subdivision Grant Program and the City's Inclusionary Zoning Ordinance. The units will range in size from 498 to 760 square feet. The sale price of the units will range from \$200,000 to \$355,000. Twelve units will be priced below \$250,000 with eight of those units priced at \$200,000.

When completed, the project's new assessed value is estimated at \$4.47 million, which will yield \$4.05 million in increased annual assessed property value. The property currently has a \$419,000 net taxable value.

Total development costs are estimated at \$6.5 million. At full build out, the development district is projected to pay an annual average of \$124,000 in new taxes of which \$93,000 will be returned to the developer and \$31,000 will be non-captured general fund revenue. In addition, the City will continue to receive general fund revenues of \$13,472 (30 year annual average) on the original assessed value of the property.

	Captured Revenue to Developer (assumes 2% increase/year to mill rate) (Tax Dollars returned to the Developer's District Account)	Captured Revenue Returned to City (assumes 2% increase/year to mill rate) (Tax Dollars returned to the City's District Account)	Non -Captured General Fund Revenue (Tax Dollars in General Fund)	City OAV General Fund Revenues
30 Year TIF Total	\$2,790,013	\$0	\$930,004	\$404,148
30 Year Average	\$93,000	\$0	\$31,000	\$13,472

Tax Sheltering Benefits

As a result of the tax sheltering benefits of this TIF District, the City will see an overall savings estimated at an annual amount of \$25,542, or \$766,274 over the life of the district.

	1. Sheltered Valuation (same as Captured Valuation)	2. Avoided Loss of State Aid for Education	3. Avoided Loss of State Municipal Revenue Sharing	4. Avoided Increase in County Tax	5. Total Avoided Impacts (2+3+4)
30 Year TIF Total	\$85,235,220	\$655,337	\$63,875	\$47,062	\$766,274
30 Year Average	\$2,841,174	\$21,845	\$2,129	\$1,569	\$25,542

Staff Analysis and Recommendation

The Housing and Community Development Division works with an independent consultant who performs third party underwriting reviews of all requests for City funding (local and federal resources), including Affordable Housing Tax Increment Financing requests. A third party financial analysis is not available at this time but will be available prior to council approval. Tax increment financing requests are reviewed by the Economic Development Committee with the Housing Committee weighing in on affordable housing TIF requests. This request is brought forward now, prior to the completion of the third party financial analysis, in order to make the best use of the opportunity created by this joint meeting.

Public Benefits In reviewing this TIF request, staff notes the public benefit associated with the TIF District includes 23 units of workforce homeownership units, with 12 units affordable to households at or below 120% of the area median income. Additionally, the TIF will create tax sheltering benefits estimated at an average \$25,542 annually.

Staff recommendation Staff is requesting the Housing Committee and the Economic Development Committee approve and recommend to the City Council support of this Affordable Housing TIF proposal which meets the City's policy goal of increasing access to safe, affordable and accessible housing for working families. The recommendation will be conditioned upon receipt of a satisfactory third-party financial analysis to be included in the council agenda packet.

ATTACHMENTS

Project Description
TIF Model Spreadsheet
TIF District Map
Project Pro Forma

104 Grant Street

EXECUTIVE SUMMARY

Watson Renewal Grant LLC (“WRG”), a partnership consisting of Tom Watson and Renewal Housing Associates LLC (collectively, the “Sponsors”), proposes to redevelop 104 Grant Street (the “Property”) into 23-units of homeownership workforce housing (the “Project”). The project will consist of 1 two-bedroom and 22 one-bedroom condominiums ranging in size from 500 SF to 750 SF. Eight (8) of the 23 units will be regulated under the City of Portland’s Inclusionary Zoning ordinance and the State of Maine’s Affordable Housing Tax Increment Financing Statute 30-A MRSA Sec 5247. An additional four (4) units will be regulated under the Maine State Housing Authority’s Subdivision Grant Program. The remaining units will be sold without deed restrictions. The prices for the ‘conventional’ units are projected to be below the average sales price for condominium units sold on the Portland peninsula.

The Sponsors’ goals for the Project are two-fold; one, **to provide high quality homeownership opportunities to first-time homebuyers and middle-income Portland residents**. Second, **to strengthen the Parkside neighborhood by increasing the number of owner-occupied housing units**.

The Project’s total development costs are projected to be \$6,495,000. The Sponsors will finance the acquisition and development of the Project with a combination of conventional construction financing and public subsidy. Specifically, WRG will raise **\$5,175,000 in private funds** through a traditional construction loan, private capital and a deferment of Sponsor sale proceeds and fees.

WRG will also generate \$1,320,000 in funding through the Maine’s Affordable Housing Tax Increment Financing program and Maine Housing’s Subdivision Grant Program. Specifically, under this application, the Sponsors are seeking to establish an AHTIF District in order **to utilize 75% of the incremental tax revenue generated by the new condominium units to repay principal and interest on a \$1,050,000 loan (the “AHTIF Loan”), the proceeds of which will be used to construct the building**. A detailed schedule of the Project’s sources and uses is provided below. Attached as Exhibit A is an AHTIF Schedule.

SOURCES

Construction Loan	4,250,000
AHTIF Loan	1,050,000
Additional Sub Debt	270,000
Seller Note	215,000
Deferred Developer Fee Note	215,000
Sponsor Equity	495,000
Total	6,495,000

USES

Acquisition	405,000
Hard Costs	4,850,000
Soft Costs	907,000
Financing Costs	333,000
Total	6,495,000

PUBLIC BENEFITS

The Project will achieve a number of public benefits;

- ***Redevelop a non-conforming commercial building located in a residential neighborhood***

The Property currently consists of a vacant, single-story building that is non-conforming for both use and space (setbacks) for properties in the R6 Zone. The proposed building will meet current building codes, zoning and site plan requirements for new construction multifamily properties.

- ***Address an area of significant need within the Portland housing market; homeownership opportunities that are affordable to small, middle income households. Consider the following regarding the Portland market;***

- *More than 56% of all households are Non-Family and more than 40% consist of a single individual*
- *Middle-income (100% to 120% AMI) 1 and 2-person households earn between \$65,000 and \$90,000*
- *Middle-income households can generally afford homes priced between \$200,000 and \$300,000*
- *The average sales price of a condo on the Portland peninsula is \$440,000 (median = \$358,000)*

The Project will create 23 units of housing with estimated prices ranging from \$190,000 to \$355,000, with a projected average sales price below \$265,000.

- ***Preserve long-term affordability through deed restrictions***

The Project will create i) 8 units that are regulated under Portland's IZ ordinance and deed restricted to remain affordable to households at 110% AMI for a period of 30 years and ii) 4 additional units regulated under Maine Housing's Subdivision Grant Program and deed restricted to remain affordable to households at 120% AMI for a period of 10 years.

- ***Strengthen the Parkside Neighborhood***

The Parkside Neighborhood has traditionally had one of the highest concentrations of non owner-occupied properties in Portland. In addition, relative to other intown neighborhoods, Parkside has experienced a limited amount of investment to create new housing units – particularly serving the homeownership market.

The Project will in result in a direct investment in Parkside of more than \$4.8M and create 23 new homeownership opportunities in the neighborhood.

- ***Generate a high level of property tax revenue for the City of Portland's General Fund relative to other redevelopment scenarios***

Currently, 104 Grant generates less than \$10,000 in annual property taxes. If the Property is redeveloped as ***market rate rental housing***, it will produce approximately \$45,000 in taxes per year. Under the Sponsors' homeownership model, the Project will generate enough tax revenue to finance a \$1,050,000 AHTIF loan to pay for construction costs – ***and***, still contribute \$35,000 in annual tax revenue to Portland's General Fund.

Therefore, the net cost to Portland taxpayers to support a workforce homeownership development versus a market rate rental project is approximately \$10,000 per year.

SPONSOR INFORMATION

Tom Watson is the current owner of 104 Grant Street. In 1993, Tom started Port Property Management, a residential rental apartment management company based in Portland. Today, the company operates 65 rental properties, representing more than 1,300 apartments in the greater Portland market – with a high concentration of units located on Portland peninsula. The company prides itself on helping to stabilize and revitalize Portland’s downtown residential neighborhoods through professional, hands-on management and continuous investment in its real estate portfolio.

In addition to acquiring and upgrading existing rental properties, Tom has been involved in two major downtown housing development projects in Portland; i) The Hiawatha, 139 units of rental housing developed at Longfellow Square and ii) 117 Lofts, an historic restoration and conversion of the former Schlotterbeck & Foss office building into 56 units of rental housing serving the Bayside neighborhood.

Renewal Housing Associates LLC (“Renewal”) is a multifamily housing development company based in Portland, Maine. Renewal’s primary focus is renovating legacy affordable housing properties that require capital improvements and long-term use restrictions. The company also develops for-sale, infill housing projects targeting middle income and first-time homebuyers. Renewal’s principals are specialist in obtaining federal, state and local resources to create and preserve affordable and workforce housing. Since 2001, Renewal has invested more than \$275M to preserve and create more than 2,800 units of affordable housing in seven states and the District of Columbia.

In Portland, Renewal’s principals have completed two innovative urban infill projects—West Port Lofts and Onejoy—similar in scope and mission to the project proposed for 104 Grant Street. In each of these previous developments, blighted and non-conforming West End properties were acquired and redeveloped to create for-sale workforce housing serving middle-income households and first-time homebuyers. At Onejoy, Renewal successfully developed and sold the first for-sale Workforce Housing unit regulated under Portland’s Inclusionary Zoning Ordinance.

Renewal is majority-owned by **Leon N. Weiner & Associates Inc. (“LNWA”)**, a Delaware-based, fully integrated multifamily housing and real estate development company. Founded in 1949, LNWA and its affiliates have developed over 15,000 apartments and homes. Today, the company operates more than 6,900 housing units located in ten states and the District of Columbia. The company has extensive experience developing affordable, market rate and mixed-income housing serving both the for-sale and rental markets.

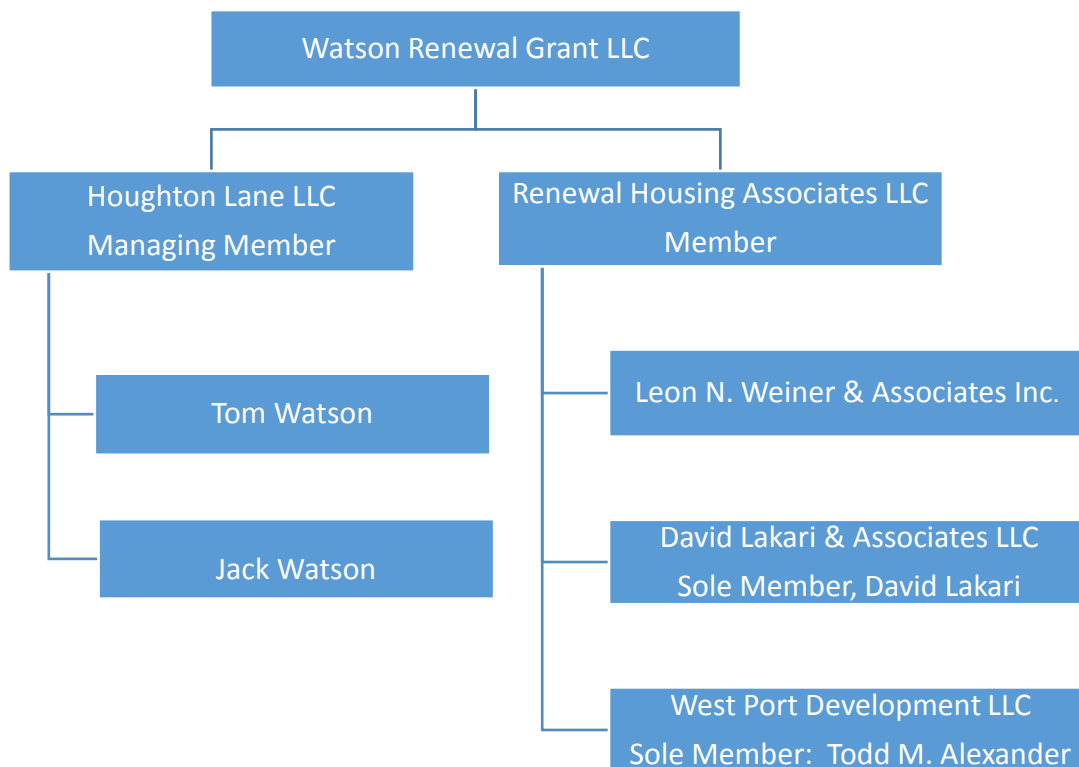
LNWA is mission-driven housing company. Each housing development, in which the company is involved has an affordability component. The company founder and namesake, Leon N. Weiner, was a tireless advocate for and national leader in the development of housing to serve people of all income levels. During Leon’s prodigious career, he was named Housing Person of the Year by the National Housing Conference and the Fair Housing Person of the Year by the United State Department of Housing and Urban Development. Leon served on President Lyndon Johnson’s Kaiser Commission on Urban Housing, which led to the cornerstone Housing Act of 1968. He was a Director for the Federal Home Loan Bank and President of the National Association of Home Builders. In 1979, Leon was inducted in the National Association of Home Builders’ Housing Hall of Fame, where he was recognized as “...***the conscience of the housing industry in America....***”

104 Grant Street

Our Approach: Renewal’s principals recognize every project has a unique set of characteristics and stakeholders. Ultimately, our job is to identify the stakeholders and their goals—and then marry these goals with the condition and circumstance surrounding a specific site or development. We view each project as a partnership—between owners, developers, municipal officials, neighborhood groups, investors, contractors and, ultimately, our residents. Our approach distinguishes us from other developers and owners; we value the opportunity to work on a diverse team with disparate goals, and we are comfortable serving in different capacities, ranging from traditional developer-owner to joint-venture partner. Most importantly, as part of a company that has been developing real estate since 1949, our primary focus is to find opportunities to work with people and organizations that are committed to the things that we believe define successful real estate development projects; *a spirit of collaboration, a desire for shared success and a view toward long-term relationships.*

ORGANIZATIONAL STRUCTURE

The Property is currently owned by 104 Grant Street LLC, which consists of two members, Tom Watson and Jack Watson. The Sponsors have formed Watson Renewal Grant LLC to acquire, finance and redevelop the Property. The members of WRG are Houghton Lane LLC and Renewal Housing LLC. Tom Watson and Jack Watson are the sole members of Houghton Lane. The members of Renewal Housing are Leon N. Weiner & Associates, David Lakari & Associates and West Port Development LLC. Houghton Lane is the Managing Member of WRG and Tom Watson serves as its Manager. Below is an organizational chart.



THE PORTLAND PENINSULA CONDOMINIUM MARKET:

The case to support the development of affordable homeownership opportunities on the Portland peninsula:

What can the average Portland household afford?

	1-Person Household		2-Person Household	
	100% AMI	120% AMI	100% AMI	120% AMI
Annual Income	\$65,100	\$78,120	\$74,400	\$89,280
Monthly Income for Housing Costs (30%)	\$1,628	\$1,953	\$1,860	\$2,232
Target Sales Price	\$210,000	\$260,000	\$240,000	\$295,000
Down Payment ¹	\$14,700	\$18,200	\$16,800	\$20,650
Mortgage Amount	\$195,300	\$241,800	\$223,200	\$274,350
Monthly Mortgage Payment ²	\$999	\$1,237	\$1,142	\$1,404
Private Mortgage Insurance ³	\$81	\$101	\$93	\$114
Property Taxes	\$306	\$379	\$350	\$430
Property Insurance	\$70	\$80	\$75	\$85
Utilities ⁴	\$161	\$161	\$205	\$205
Total Monthly Housing Costs ⁵	\$1,617	\$1,957	\$1,864	\$2,237

1. Average down payment of first-time homebuyer is 7%.
2. Assumes 4.5% Interest Rate on mortgage loan
3. assumes .5% of loan amount annually
4. source Maine Housing Utility Allowance
5. Does not include homeowners association fees (condo) or maintenance costs (single-family)

How many units under \$300,000 are sold each year...and how many are available right now?

	Last 12 Months		Currently Available (Nov '19)	
	Units Sold	Average Price	Total Units	Months Supply
< \$200,000	11		2	2.18
\$200,000 to \$300,000	84		8	1.14
> \$300,000	177		109	7.39
All Condominiums	272	\$440,000	125	5.34

What percent of their income does a typical middle-income Portland household need to spend on housing costs to purchase a unit at the current average sales price?

	1-Person Household		2-Person Household	
	100% AMI	120% AMI	100% AMI	120% AMI
Annual Income	\$65,100	\$78,120	\$74,400	\$89,280
Monthly Income for Housing Costs (30%)	\$1,628	\$1,953	\$1,860	\$2,232
Sales Price	\$440,000	\$440,000	\$440,000	\$440,000
Total Monthly Housing Costs	\$3,182	\$3,192	\$3,231	\$3,241
Percent of Income Spent on Housing Costs	58%	48%	51%	43%

The following information is organized and formatted to correspond with the Maine State Housing Authority's Application for Affordable Housing Tax Increment Financing, Appendix A Checklist for Approval of District and Development Program.

LOCATION

The proposed location for the Affordable Housing Tax Increment Financing District is 104 Grant Street, Portland Maine 04102 (the "AHTIF District" or "District").

CBL: 48-C-8, City of Portland Tax Map E8NE.

DISTRICT DESCRIPTION:

- a. **Physical Description:** The District, 104 Grant Street, is located within the Parkside Neighborhood on the Portland peninsula. The District contains a single tax parcel, which consists of 14,261 SF, or .33 acres. The property currently contains a vacant single-story building that previously housed administrative offices and a maintenance facility for a real estate management company.
- b. **Municipal Map Showing District Boundaries:** A municipal map identifying the boundaries of the District is attached as Exhibit B.
- c. **Tax Map Showing District Boundaries:** A tax map identifying the District boundaries is attached as Exhibit C.

DOCUMENT AT LEAST 25% OF THE DISTRICT ACREAGE IS SUITABLE FOR RESIDENTIAL USE, BLIGHTED, OR IN NEED OF REHABILITATION/REDEVELOPMENT:

- a. **Percent Acreage Suitable for Residential Use:** The District is 14,261 SF, or .33 acres. 100% of the District is suitable for residential use.
- b. **Percent of Acreage that is Blighted:** None of the acreage in the District is currently blighted.
- c. **Percent of Acreage in need of Rehabilitation/Redevelopment:** 100% of the District is in need of redevelopment.
- d. **Physical Description to Support Above:** The District is highly suitable for multifamily residential redevelopment. As described below, the District is located in a R-6 Residential Zone, which is intended for high density multifamily uses. The District is completely surrounded by residential uses that are primarily high-density, multifamily properties in similar scale and form as the Sponsor's proposed development. The District is also in close proximity to employment centers (downtown Portland), health care centers (Maine Med and Mercy Hospital), services (downtown, Congress Street corridor and Bayside), civic institutions (City Hall, Post Office), public parks (Deering Oaks, Portland Trails System) and public transportation nodes.

In further support for the need of redevelopment, the existing building located in the District is vacant. It is a legal, non-conforming non-residential use within a residential zone.

- e. **Zoning Designation for District:** The District is located in the R-6 Residential Zone. As stated in the Portland Land Use Ordinance, the purpose of the R-6 Zone is: "...(a) to set aside areas on the peninsula for housing characterized primarily by multifamily dwellings at a high density providing a wide range of housing for differing types of households; and to conserve the existing housing stock and residential character of neighborhoods by controlling the scale and external impacts of professional offices and other nonresidential uses, (b) in cases of qualifying small, vacant, underutilized lots located in the urban residential and business zone, to encourage new housing development consistent with the compact lot development pattern typically found on the peninsula...."

The R-6 Zone also allows certain density bonuses and other incentives for developments that provide affordable and workforce housing units.

- f. **Allowed Uses in the Zone:** The R-6 Residential Zone primarily is intended for high-density, single-family and multifamily residential uses. Other permitted uses in the R-6 Zone include;
1. Lodging house;
 2. Cemeteries;
 3. Parks, and other active and passive noncommercial recreation spaces;
 4. Accessory uses customarily incidental and subordinate to the location, function, and operation of principal uses,
 5. Home occupations,
 6. Municipal uses,
 7. Special needs independent living units,
 8. Hostels

DISTRICT ACERAGE DIVIDED BY MUNICIPAL ACREAGE IS NOT MORE THAN 2%

- **Total District Acreage:** .33
- **Total Municipal Acreage:** 12,386
- **District Acreage as a Percent of Total Acreage:** .0027%

TOTAL ACREASE OF ALL EXISTING AND PROPOSED DEVELOPMENT DISTRICTS IN MUNICIPALITY DIVIDED BY TOTAL MUNICIPAL ACREAGE IS NOT MORE THAN 5%. (City of Portland to Complete)

ORIGINAL ASSESS VALUE (OAV) OF DISTRICT (City of Portland to Complete)

OAV OF ALL EXISTING AND PROPOSED AFFORDABLE HOUSING DEVELOPMENT DISTRICTS IN THE MUNICIPALITY DIVIDED BY AGGREGATE TAXABLE PROPERTY VALUE AS OF APRIL 1ST BEFORE MAINEHOUSING APPROVAL IS NOT MORE THAN 5%. (City of Portland to Complete)

DEVELOPMENT PROGRAM STATE AND END DATES (City of Portland to Complete)

THE DEVELOPMENT PROGRAM MEETS AN IDENTIFIED HOUSING NEED IN MUNICIPALITY:

- a. **Description of Need:** Despite healthy residential development activity in recent years, Portland’s housing market has remained relatively unaffordable. The problem remains particularly acute among homeownership opportunities on the Portland peninsula. As of December, 2019, the average sales price for a condominium (traditionally one of the most affordable forms of homeownership within a market) on the Portland peninsula was \$440,000. The median sales price was \$358,000.

Condominium prices in Portland’s urban residential neighborhoods far exceed what an average household in Cumberland County can afford. Using the City of Portland’s Inclusionary Zoning Maximum Sales Price formula, one to three person households (Portland’s average household size is 2.08) at the 80% to 120% AMI levels, can generally afford homes in the \$150,000 to \$350,000 range.

Portland’s lack of affordable homeownership opportunities significantly impedes the City’s goals for future growth. According to the Portland’s 2017 Comprehensive Plan, the City’s 10-year population growth target is approximately 72,000 people (by 2027), up from 66,681 people today. To achieve this goal, the City needs to create approximately 2,557 new housing units. Given the disparity between average condominium prices on the Portland peninsula and median income levels, traditional first-time homebuyers and moderate-income households are priced out of Portland and must seek other markets in which to purchase a home.

Portland has identified Parkside as a neighborhood that benefits from moderate to high residential density—and, therefore, could accommodate some of the demand for new housing units. From the City’s *2017 Comprehensive Plan, A Livable City*;

“...Portland has a number of neighborhoods that offer traditional urban densities — Munjoy Hill, the West End, **Parkside**, Deering Center, for example — and these neighborhoods are largely successful. Residents can access stores, schools, dining, and entertainment within walking distance of their homes. By foot or bike, they can easily reach transit, trails, and recreational opportunities. These characteristics are largely possible because of their density. Well-designed density is integral to healthy, walkable city neighborhoods....”

- b. **Description of How Development Program Meets Need:** The Project will address the for-sale affordable housing need in Portland by creating eight (8) homeownership units that will be deed restricted to remain affordable for households at or below 120% AMI for a period of 30 years. In addition, the Project will create 11 units that are not deed restricted, but will be moderately priced as compared to the average condominium sales price on the Portland peninsula.

- c. **Information on Housing Units Created:**

1. New Rental Units Created: None
2. Existing Rental Units Rehabilitated: None

3. New Single-Family Homes, Including Condominiums, Constructed: 23
4. Existing Single-Family Homes, Including Condominiums, Rehabilitated: None

DISTRICT MUST BE PRIMARILY A RESIDENTIAL DEVELOPMENT

- a. **Description of Residential and Non-Residential Uses in District and Acreage of Each:** 100% of the District will be redeveloped for residential uses. The Sponsors propose to construct a 4-story building, consisting of 23 units of housing (condominiums) and associated common areas serving the building (stairwells, hallways, elevator, HVAC/mechanical room, etc...). The District will also include a private parking lot dedicated for the future unit owners of the Project.
- b. **Description of Accessory Uses Relating to Residential Uses:** The only accessory uses within the District will be the condominium association common areas, such as the parking lot, bike storage, main entrance/lobby, HVAC/mechanical rooms and trash/recycling facilities.

AT LEAST 33% OF THE HOUSING UNITS IN THE DISTRICT MUST BE AFFORDABLE HOUSING

- a. **Number of new affordable rental units in District:** 0
- b. **Number of new affordable single-family, owner-occupied, including condominiums, in District:** 8 units – or 33% of the housing units in the development – will be deed restricted under the City of Portland’s Inclusionary Zoning Ordinance. An additional 4 units will be deed restricted under Maine Housing’s Subdivision Grant Program.
- c. **Total number of new housing units in District:** 23
- d. **Affordable housing units as a percent of total units:** 34.78% (just AHTIF); 52.17% including MH Subdivision Grant units.

MECHANISM TO ENSURE ON-GOING AFFORDABILITY *(City of Portland to Complete)*

OPERATION OF HOUSING AND FACILITIES IN DISTRICT

- a. **Description of housing and facilities in the District will be operated after completion:** The housing units developed at 104 Grant Street will be administered by a condominium association. The association will be governed by a board consisting of unit owners. The rules and regulations for the association will be set forth in the association declaration and bylaws.

The association declaration and bylaws are first established and created by the project Sponsors, who will serve as the declarant for the association. The declarant will oversee administration of the association through the development period, until condominium units are sold and administration is transferred to the association board. Under Maine statute, the administration and governance of the association transfers from the declarant to a board consisting of unit owners upon sale of 75% of the condominium units.

- b. **Entity responsible for operations:** The unit owners, through an elected board, are responsible for administering the operations of the condominium association. Typically, associations will hire a third-party management company for administrative and maintenance support.

The declarant will hire Gebhardt Property Management to oversee the day-to-day maintenance and operations of the building and association. GPM is based in Portland's West End neighborhood, in close proximity to the Project. The company has extensive experience managing condominium association properties located on the Portland peninsula. The Sponsors have worked with GPM on two similar condominium developments in the West End.

- c. **Source of operating funds:** The operations of the association will be funded by monthly condominium association dues paid by the unit owners. Dues will be set annually once the association adopts an operating budget for the year. The first annual budget and related monthly dues will be set by the declarant. The monthly dues are estimated to be \$250 per unit per month. A final budget and monthly dues will be set prior to commencement of construction, when the final building program design has received Site Plan and Subdivision approval.

SPECIFIC PLANNED USES OF TAX INCREMENT REVENUES FROM THE DISTRICT:

- a. **Description of each improvement, facility, program, or other activity included in the development program that may or will be funded in whole or in part with tax increment revenues:** The tax increment revenues will be used to repay principal and interest on a loan (the "AHTIF Loan"). The proceeds of the AHTIF Loan will be used to pay the direct construction costs associated with building the 23-unit condominium.
- b. **Improvements within the District:** The residential building constructed within the District is projected to cost \$4,850,000. The size of the AHTIF Loan is projected to be \$1,050,000. One hundred percent of the proceeds of the AHTIF Loan will be used during the construction period to pay costs that are part of the Sponsor's construction contract.
- c. **Improvement outside the district:** No improvements will be made outside of the District.
- d. **Amount of tax increment revenues inside and outside:** The AHTIF Loan will be repaid using the Project's share of tax increment revenue generated from the new condominium units constructed within the District.
- e. **Amount and source of other funding the development program:** See schedule on following page.

SOURCES

	% of Total	
Construction Loan	4,250,000	65.43%
AHTIF Loan	1,050,000	16.17%
Additional Sub Debt	270,000	4.16%
Seller Note	215,000	3.31%
Deferred Developer Fee Note	215,000	3.31%
Sponsor Equity	495,000	7.62%
Total	6,495,000	100.00%

USES

	% of Total	
Acquisition	405,000	6.24%
Hard Costs	4,850,000	74.67%
Soft Costs	907,000	13.96%
Financing Costs	333,000	5.13%
Total	6,495,000	100.00%

- f. **Timing of each planned improvement:** The Project will begin the site plan and subdivision application process in Q4 2019. Pending final regulatory approvals, the Project will close on its construction financing in Q2, 2020, with construction completion anticipated for Q3, 2021.

MUNICIPALITY MAY USE TAX INCREMENT REVENUES FROM A DISTRICT TO ESTABLISH A PERMANENT HOUSING DEVELOPMENT REVOLVING LOAN FUND OR INVESTMENT FUND: (Not Applicable)

A FINANCIAL PLAN FOR EACH YEAR THE DEVELOPMENT PROGRAM WILL BE IN EFFECT. (City of Portland to Complete)

RELOCATION PLAN FOR PERSONS TEMPORARILY OR PERMANENTLY DISPLACED BY DEVELOPMENT ACTIVITIES

The District currently consists of a vacant administrative office and maintenance facility. As such, there is no resident relocation required as part of the project.

DESCRIPTION OF ENVIRONMENTAL CONTROLS TO BE APPLIED

The Sponsors have engaged MAI Environmental, a South Portland-based environmental engineering firm for environmental consulting services during the development period. MAI Environmental has completed Phase II testing for the Property. The findings and associated soil management plans have been incorporated in the development program and budget.

104 Grant Street

DEVELOPMENT PROGRAM CONSISTENT WITH COMPREHENSIVE PLANNING (*City of Portland to Complete*)

DISTRICT NOT IN CONFLICT WITH MUNICIPAL CHARTER (*City of Portland to Complete*)

FOR MUNICIPAL DEBT FINANCING ONLY: (Not Applicable)

END, MAINE STATE HOUSING AUTHORITY AHTIF APPLICATION CHECKLIST

January 21st, 2020

Mary P. Davis,
Division Director, Housing & Community Development Division
Planning & Urban Development Department, City of Portland
389 Congress Street Room 312
Portland ME 04101

RE: AHTIF APPLICATION, 104 GRANT STREET ("The Goodwin")

Dear Mary:

Thank you for the meeting to discuss the AHTIF application for 104 Grant Street. As discussed, I am providing this letter to update and clarify certain aspects of the project.

- **Unit Mix:** The project now consists of **23 one-bedroom units ranging in size from 488 SF to 768 SF.** The majority of units are between 610 and 620 SF.
- **Affordable Housing - Number of Units and Affordability Restrictions:** Under the financing plan proposed in our application, the affordability requirements at the project are as follows;
 - **City of Portland "Workforce Units":**
 - Two (2) Workforce Units with a 30-year deed restriction (Required 10% Units)
 - Six (6) Workforce Units with a 10-year deed restriction (Additional Workforce Units to meet state statute for AHTIF homeownership requirements)

Units will be regulated subject to the City of Portland's *Workforce Housing Agreement Declaration of Covenants, Conditions & Restrictions*

- **Maine Housing "Affordable Homeownership Units":**
 - Four (4) Affordable Units with a 9-year deed restriction

Units will be regulated subject to Maine Housing's *Declaration of Covenants & Restrictions*

Enclosed with this letter is a chart to fully detail the affordability restrictions on the project. Also, for your reference, I have enclosed information on Maine Housing's Subdivision Grant Program, as well as the state AHTIF Statute to document the 10-year deed restriction for homeownership projects.

Respectfully,



Todd M. Alexander

City of Portland - Affordable Housing (AH) TIF Model
 104 Grant Street; 048 C008001
[OAV: \\$419,000 ao 3/31/2019](#)
 2% Mil Rate Escalation
 75% Capture to AH TIF Project; 25% to City General Fund

City of Portland- TIF Projection Table for 104 Grant Street AH TIF										
TIF Year	Tax Year- April 1	Increased Assessed Value Real Prop.	% of Value Captured	Captured Valuation	Projected Mill Rate	Total Projected New Taxes Captured	Captured Revenue to Business Project Account	Captured Revenue to Municipal Project Account	City Non- Captured General Fund Revenues	City OAV General Fund Revenues
1	2020	\$0	75.00%	\$0	23.78	\$0	\$0	\$0	\$0	\$9,962
2	2021	\$0	75.00%	\$0	24.25	\$0	\$0	\$0	\$0	\$10,161
3	2022	\$4,058,820	75.00%	\$3,044,115	24.74	\$75,302	\$75,302	\$0	\$25,101	\$10,365
4	2023	\$4,058,820	75.00%	\$3,044,115	25.23	\$76,808	\$76,808	\$0	\$25,603	\$10,572
5	2024	\$4,058,820	75.00%	\$3,044,115	25.74	\$78,344	\$78,344	\$0	\$26,115	\$10,783
6	2025	\$4,058,820	75.00%	\$3,044,115	26.25	\$79,911	\$79,911	\$0	\$26,637	\$10,999
7	2026	\$4,058,820	75.00%	\$3,044,115	26.78	\$81,509	\$81,509	\$0	\$27,170	\$11,219
8	2027	\$4,058,820	75.00%	\$3,044,115	27.31	\$83,139	\$83,139	\$0	\$27,713	\$11,443
9	2028	\$4,058,820	75.00%	\$3,044,115	27.86	\$84,802	\$84,802	\$0	\$28,267	\$11,672
10	2029	\$4,058,820	75.00%	\$3,044,115	28.41	\$86,498	\$86,498	\$0	\$28,833	\$11,906
11	2030	\$4,058,820	75.00%	\$3,044,115	28.98	\$88,228	\$88,228	\$0	\$29,409	\$12,144
12	2031	\$4,058,820	75.00%	\$3,044,115	29.56	\$89,992	\$89,992	\$0	\$29,997	\$12,387
13	2032	\$4,058,820	75.00%	\$3,044,115	30.15	\$91,792	\$91,792	\$0	\$30,597	\$12,635
14	2033	\$4,058,820	75.00%	\$3,044,115	30.76	\$93,628	\$93,628	\$0	\$31,209	\$12,887
15	2034	\$4,058,820	75.00%	\$3,044,115	31.37	\$95,501	\$95,501	\$0	\$31,834	\$13,145
16	2035	\$4,058,820	75.00%	\$3,044,115	32.00	\$97,411	\$97,411	\$0	\$32,470	\$13,408
17	2036	\$4,058,820	75.00%	\$3,044,115	32.64	\$99,359	\$99,359	\$0	\$33,120	\$13,676
18	2037	\$4,058,820	75.00%	\$3,044,115	33.29	\$101,346	\$101,346	\$0	\$33,782	\$13,950
19	2038	\$4,058,820	75.00%	\$3,044,115	33.96	\$103,373	\$103,373	\$0	\$34,458	\$14,229
20	2039	\$4,058,820	75.00%	\$3,044,115	34.64	\$105,440	\$105,440	\$0	\$35,147	\$14,513
21	2040	\$4,058,820	75.00%	\$3,044,115	35.33	\$107,549	\$107,549	\$0	\$35,850	\$14,803
22	2041	\$4,058,820	75.00%	\$3,044,115	36.04	\$109,700	\$109,700	\$0	\$36,567	\$15,099
23	2042	\$4,058,820	75.00%	\$3,044,115	36.76	\$111,894	\$111,894	\$0	\$37,298	\$15,401
24	2043	\$4,058,820	75.00%	\$3,044,115	37.49	\$114,132	\$114,132	\$0	\$38,044	\$15,709
25	2044	\$4,058,820	75.00%	\$3,044,115	38.24	\$116,415	\$116,415	\$0	\$38,805	\$16,024
26	2045	\$4,058,820	75.00%	\$3,044,115	39.01	\$118,743	\$118,743	\$0	\$39,581	\$16,344
27	2046	\$4,058,820	75.00%	\$3,044,115	39.79	\$121,118	\$121,118	\$0	\$40,373	\$16,671
28	2047	\$4,058,820	75.00%	\$3,044,115	40.58	\$123,540	\$123,540	\$0	\$41,180	\$17,004
29	2048	\$4,058,820	75.00%	\$3,044,115	41.39	\$126,011	\$126,011	\$0	\$42,004	\$17,344
30	2049	\$4,058,820	75.00%	\$3,044,115	42.22	\$128,531	\$128,531	\$0	\$42,844	\$17,691
30 Year TIF Total		\$113,646,960		\$85,235,220		\$2,790,013	\$2,790,013	\$0	\$930,004	\$404,148
30 Year Average				\$2,841,174		\$93,000	\$93,000		\$31,000	\$13,472

**Tax Shifts-Avoided Formula Impacts from Sheltering of Valuation: City of Portland - TIF Model
for 104 Grant Street Affordable Housing TIF**

75% Sheltered - 30 years - 75% to Developer Project Account - 25% to City General Fund

TIF Year	Tax Year- April 1	Total Added Valuation	Sheltered Valuation	Avoided Formula Impacts from Sheltering of Valuation			
				Avoided Loss of State Aid to for Education	Avoided Loss of State Municipal Revenue Sharing	Avoided Increase in County Tax	Total Avoided Impacts
1	2020	\$0	\$0	\$0	\$0	\$0	\$0
2	2021	\$0	\$0	\$0	\$0	\$0	\$0
3	2022	\$4,058,820	\$3,044,115	\$0	\$2,281	\$1,681	\$3,962
4	2023	\$4,058,820	\$3,044,115	\$8,402	\$2,281	\$1,681	\$12,364
5	2024	\$4,058,820	\$3,044,115	\$16,804	\$2,281	\$1,681	\$20,766
6	2025	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
7	2026	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
8	2027	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
9	2028	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
10	2029	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
11	2030	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
12	2031	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
13	2032	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
14	2033	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
15	2034	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
16	2035	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
17	2036	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
18	2037	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
19	2038	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
20	2039	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
21	2040	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
22	2041	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
23	2042	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
24	2043	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
25	2044	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
26	2045	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
27	2046	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
28	2047	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
29	2048	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
30	2049	\$4,058,820	\$3,044,115	\$25,205	\$2,281	\$1,681	\$29,167
30 Year TIF Total		\$113,646,960	\$85,235,220	\$655,337	\$63,875	\$47,062	\$766,274
30 Year TIF Avg.		\$3,788,232	\$2,841,174	\$21,845	\$2,129	\$1,569	\$25,542

- GENERAL NOTES:
1. ALL BRICK SIDEWALK AND VERTICAL GRANITE CURB TO BE REPLACED SHALL BE REBUILT TO CITY OF PORTLAND STANDARD.
 2. ALL PAVEMENT STRIPING AND MARKINGS SHALL COMPLY TO CITY OF PORTLAND STANDARDS.
 3. ANY ASPHALT TO BE REMOVED SHALL BE STRIPPED AND PROPERLY DISPOSED OF OFFSITE.
 4. CURB TO BE REMOVED, STOCKPILED AND RESET IN ACCORDANCE WITH DETAIL. BROKEN CURB SHALL BE PROPERLY DISPOSED OF AND SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE.
 5. ALL RAMPS TO CONFORM TO ADA GUIDELINES. SLOPE SHALL NOT EXCEED 1 INCH PER FOOT.
 6. ALL SITE SIGNAGE TO COMPLY WITH MUTCD STANDARDS. CONTRACTOR TO COORDINATE AND INSTALL.
 7. FOLLOWING COMPLETION OF CONSTRUCTION, THE OWNER SHALL BE RESPONSIBLE FOR THE MAINTENANCE AND MANAGEMENT OF DRIVEWAYS, SITE LIGHTING, TRASH REMOVAL AND SNOW REMOVAL.

SPACE AND BULK STANDARDS			
	REQUIRED	EXISTING	PROPOSED
MINIMUM LOT SIZE	2,000 SF	14,261 SF	14,261 SF
MIN. LOT AREA / DWELLING UNIT	725 SF *	NA	620 SF
STREET FRONTAGE	20 FT	150 FT	150 FT
MIN. FRONT YARD SETBACK	5 FT **	0 FT	1.38 FT
MIN. REAR YARD SETBACK	10 FT	0 FT	47.43'
MIN. SIDE YARD SETBACK	5 FT	0.20 FT	11.02 FT
STRUCTURE STEPBACKS	10 FT	NA	11.02 FT
MAX. LOT COVERAGE	60%	100%	36%
MIN. LOT WIDTH	20 FT	150 FT	150 FT
MAX. HEIGHT	45 FT	14 FT	44.87 FT
LANDSCAPED OPEN SPACE	20%	< 1%	20%

* 725 SF LOT AREA / DWELLING UNIT. 25% WORKFORCE HOUSING BONUS ALLOWS 580 SF / DWELLING UNIT. 23 UNITS PROPOSED.

** 5 FT FRONT SETBACK, OR AVERAGE DEPTHS OF ADJACENT FRONT YARDS. PROPOSED 1.38 FT WEIGHTED AVERAGE FRONT SETBACK COMPARED TO 0.85 FT AVE ADJACENT SETBACK.

N/F
RESIDENTIAL CONDOMINIUMS
CHRISTOPHER SHEA
& MARYANN V. SHEA
UNIT 6-7B MELLON STREET
33374/126
48-C-12

PARKING SUMMARY	
	# PARKING SPACES
EXISTING	0
COMPACT (DIMENSIONS)	12 (8.5'X18')
ADA (DIMENSIONS)	1 (8'X18')
TOTAL PROPOSED SPACES	13

SEE VEHICLE TRACKING DETAILS FOR MAX WHEELBASE AND LENGTH.

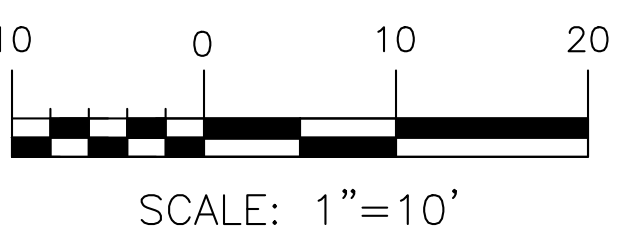
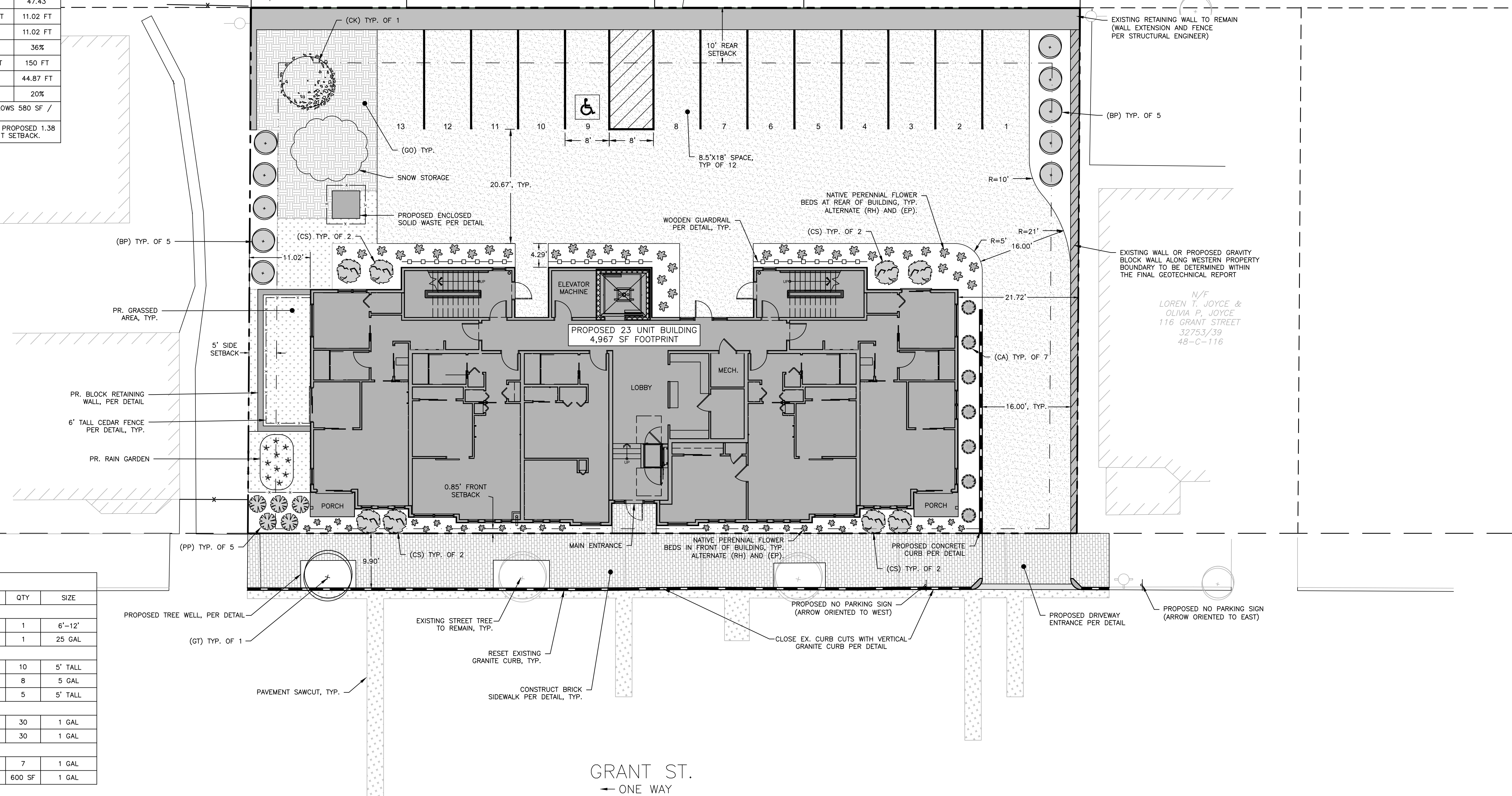
PLANT SCHEDULE				
ID	BOTANICAL NAME	COMMON NAME	QTY	SIZE
TREES				
GT	GLEDITSIA TRIACANTHOS	HONEYLOCUST	1	6"-12"
CK	CORNUS KOUSA	KOUSA DOGWOOD	1	25 GAL
SHRUBS				
BP	JUNIPERUS CHINENSIS	BLUE POINT JUNIPER	10	5' TALL
CS	CORNUS SERICEA	REDTWIG DOGWOOD	8	5 GAL
PP	JUNIPERUS COMMUNIS	PENCIL POINT JUNIPER	5	5' TALL
PERENNIALS				
RH	RUDBECKIA HIRTA	BLACK-EYED SUSAN	30	1 GAL
EP	EUTROCHUM PURPUREUM	SWEET JOE-PYE-WEED	30	1 GAL
GRASSES AND GROUND COVER				
CA	CALAMAGROSTIS ACUTIFLORA	KARL FOERSTER	7	1 GAL
GO	GALUM ODORATUM	SWEET WOODRUFF	600 SF	1 GAL

Vehicle Tracking Vehicle Details

Vehicle Name: Passenger car

Architectural Type:

Overall Length	16.750ft
Overall Width	6.300ft
Overall Body Height	5.003ft
Min Body Ground Clearance	0.939ft
Curb to Curb Turning Radius	20.000ft



PRELIMINARY
NOT ISSUED FOR
CONSTRUCTION

ISSUED FOR	BY	DATE
PRELIMINARY SET	WHS	11/18/19

DRAWING NAME: **SITE & LANDSCAPE PLAN**

PROJECT NAME: **104 GRANT ST. REDEVELOPMENT**

CLIENT: **RENEWAL HOUSING ASSOCIATES, LLC**
2 UNION STREET, PORTLAND, MAINE 04101

AGOR ENGINEERING, INC.

104 GRANT STREET, PORTLAND, MAINE 04104
PO BOX 3372, PORTLAND, MAINE 04104
(207) 775-2855

REGISTERED PROFESSIONAL ENGINEER
STATE OF MAINE LICENSE NO. 10410

FILE: 1093.3_CIVIL

JN: 1093.3

SCALE: AS NOTED

DESIGNED BY: SJL

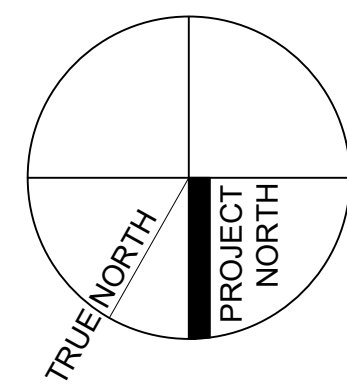
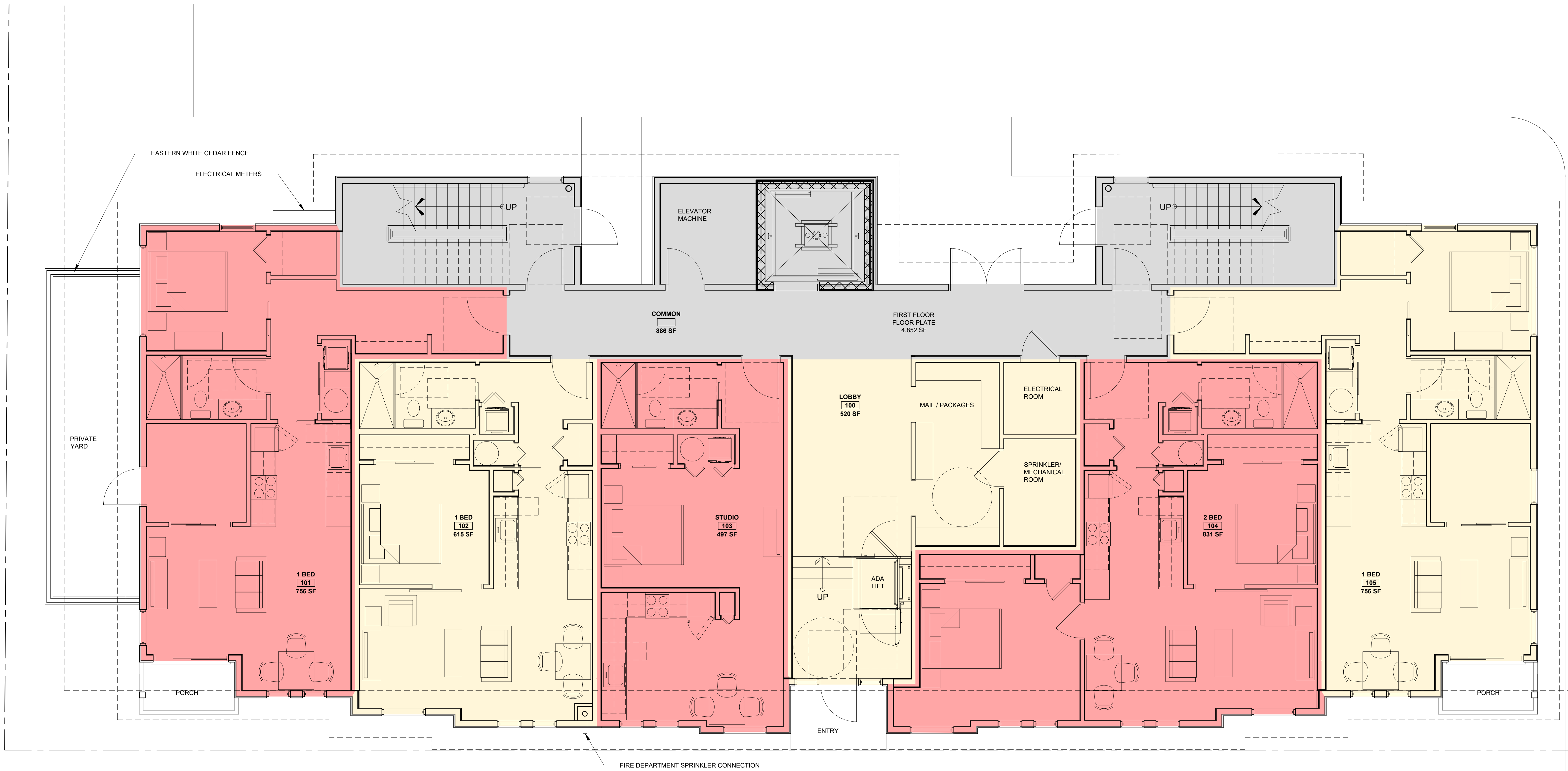
DRAWN BY: KRB

CHECKED BY: WHS

DRAWING NO.
C-10

RESIDENCES

104 GRANT STREET
PORTLAND, MAINE

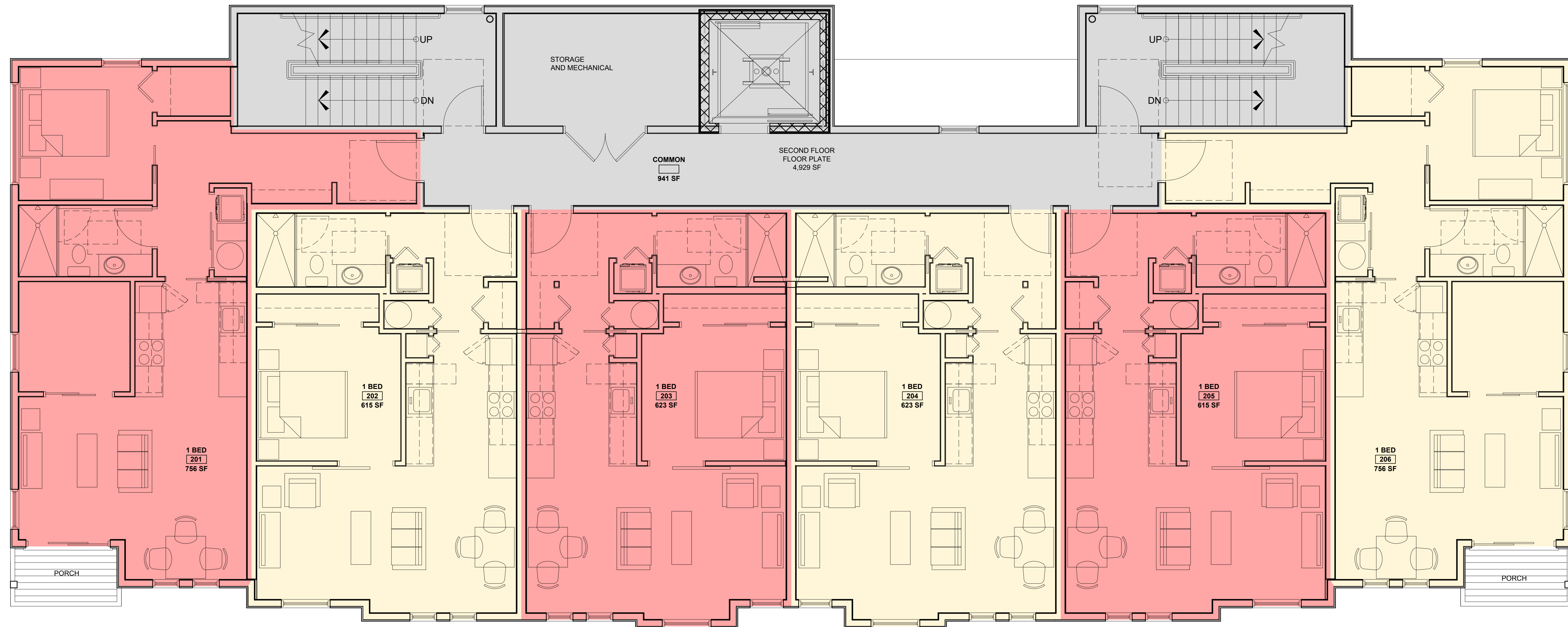


1 FIRST FLOOR PLAN
1/4" = 1'-0"

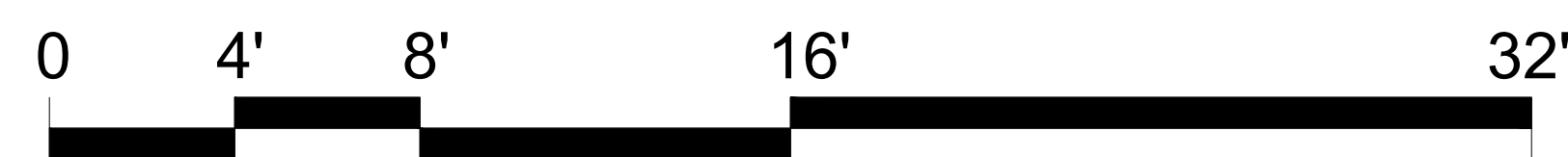
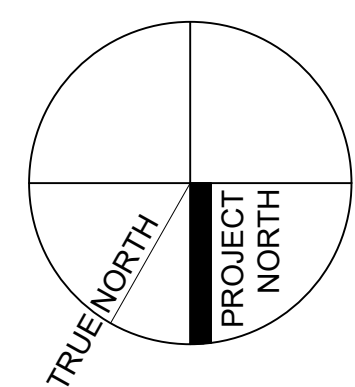
PROGRESS PRINT ONLY
Not for Construction

RESIDENCES

104 GRANT STREET
PORTLAND, MAINE



GRANT STREET



1 SECOND, THIRD, FOURTH FLOOR PLANS
1/4" = 1'-0"

PROGRESS PRINT ONLY
Not for Construction

RESIDENCES

104 GRANT STREET
PORTLAND, MAINE



PROGRESS PRINT ONLY
Not for Construction

RESIDENCES

104 GRANT STREET
PORTLAND, MAINE

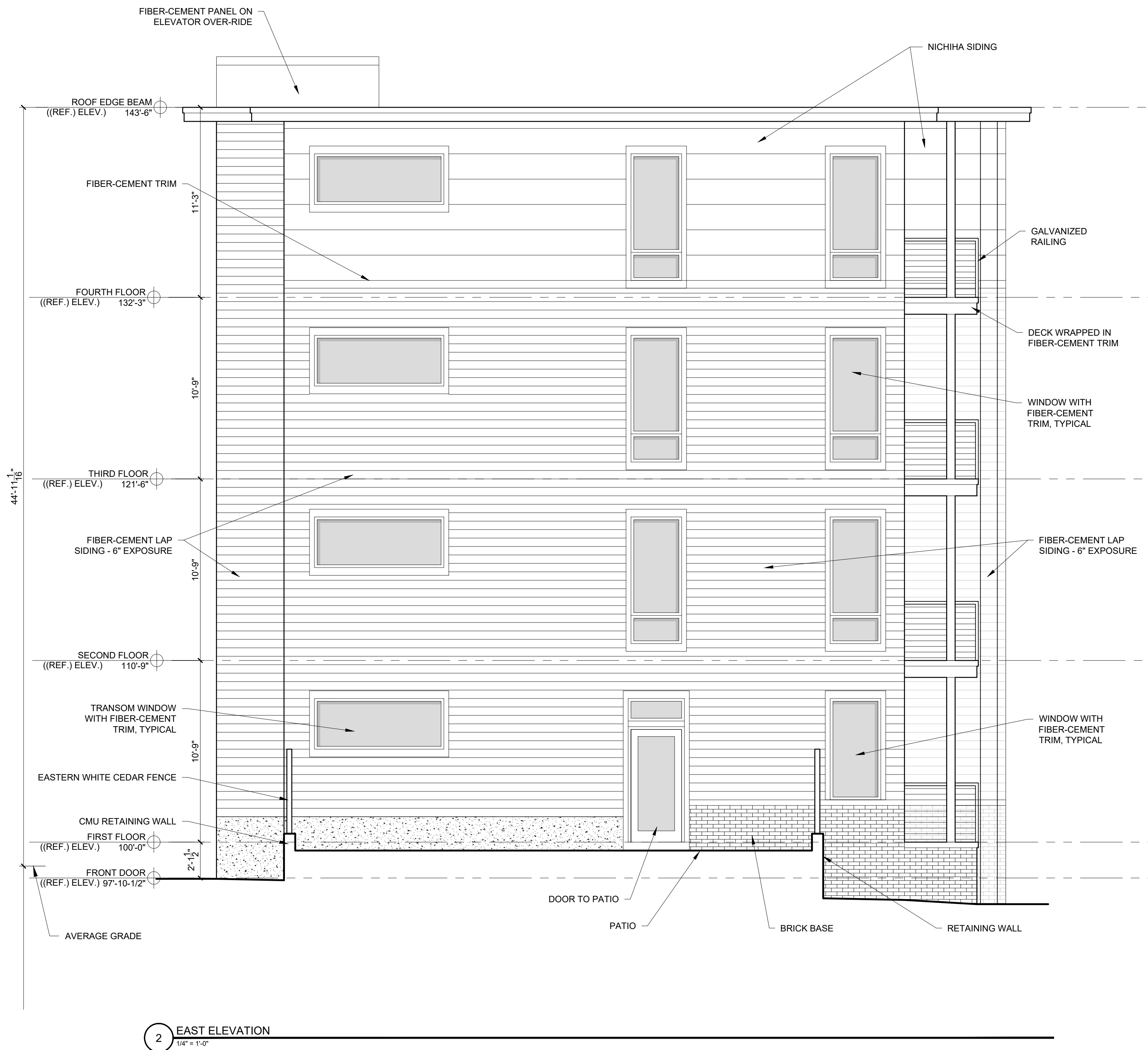


1 SOUTH ELEVATION
1/4" = 1'-0"

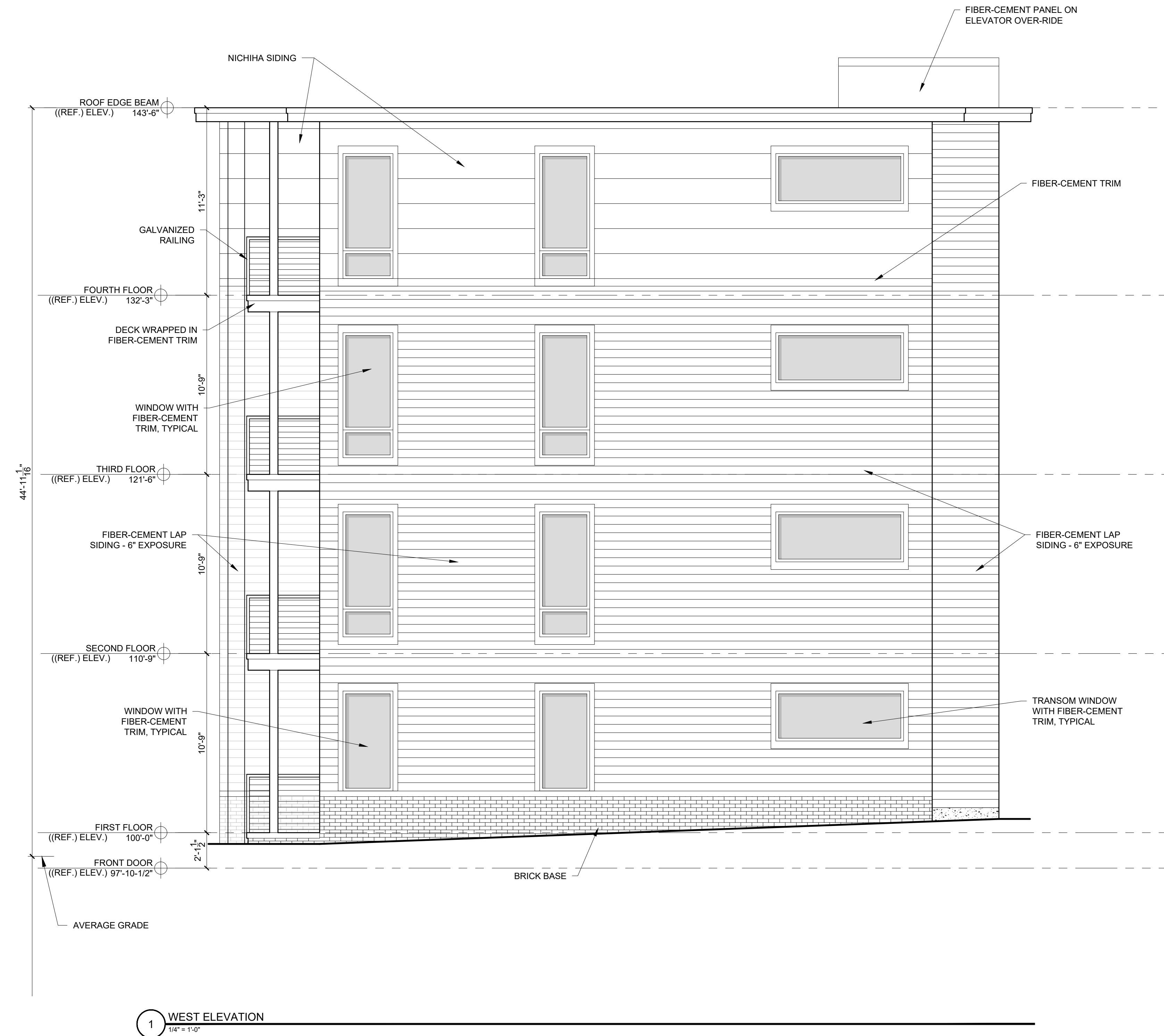
PROGRESS PRINT ONLY
Not for Construction

RESIDENCES

104 GRANT STREET
PORTLAND, MAINE



2 EAST ELEVATION
1/4" = 1'-0"



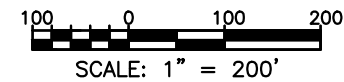
1 WEST ELEVATION
1/4" = 1'-0"

PROGRESS PRINT ONLY
Not for Construction



NOTE:
 1. PROPERTY LINES OBTAINED FROM MAINE OFFICE OF GIS DATA CATALOG FOR CITY OF PORTLAND.
 2. BACKGROUND IMAGERY OBTAINED FROM CITY OF PORTLAND PARCEL VIEWER ON 7/26/19.

TIF District Map



PERMIT LEVEL
 NOT ISSUED
 FOR CONSTRUCTION

ISSUED FOR	BY DATE
AHTIF APPLICATION	FRT 7/31/19

DRAWING NAME: CITY OF PORTLAND MUNICIPAL MAP AHTIF DISTRICT BOUNDARIES
 PROJECT NAME: 104 GRANT STREET REDEVELOPMENT
 CLIENT: RENEWAL HOUSING ASSOCIATES, INC
 2 UNION STREET, 5TH FLOOR PORTLAND, ME 04101



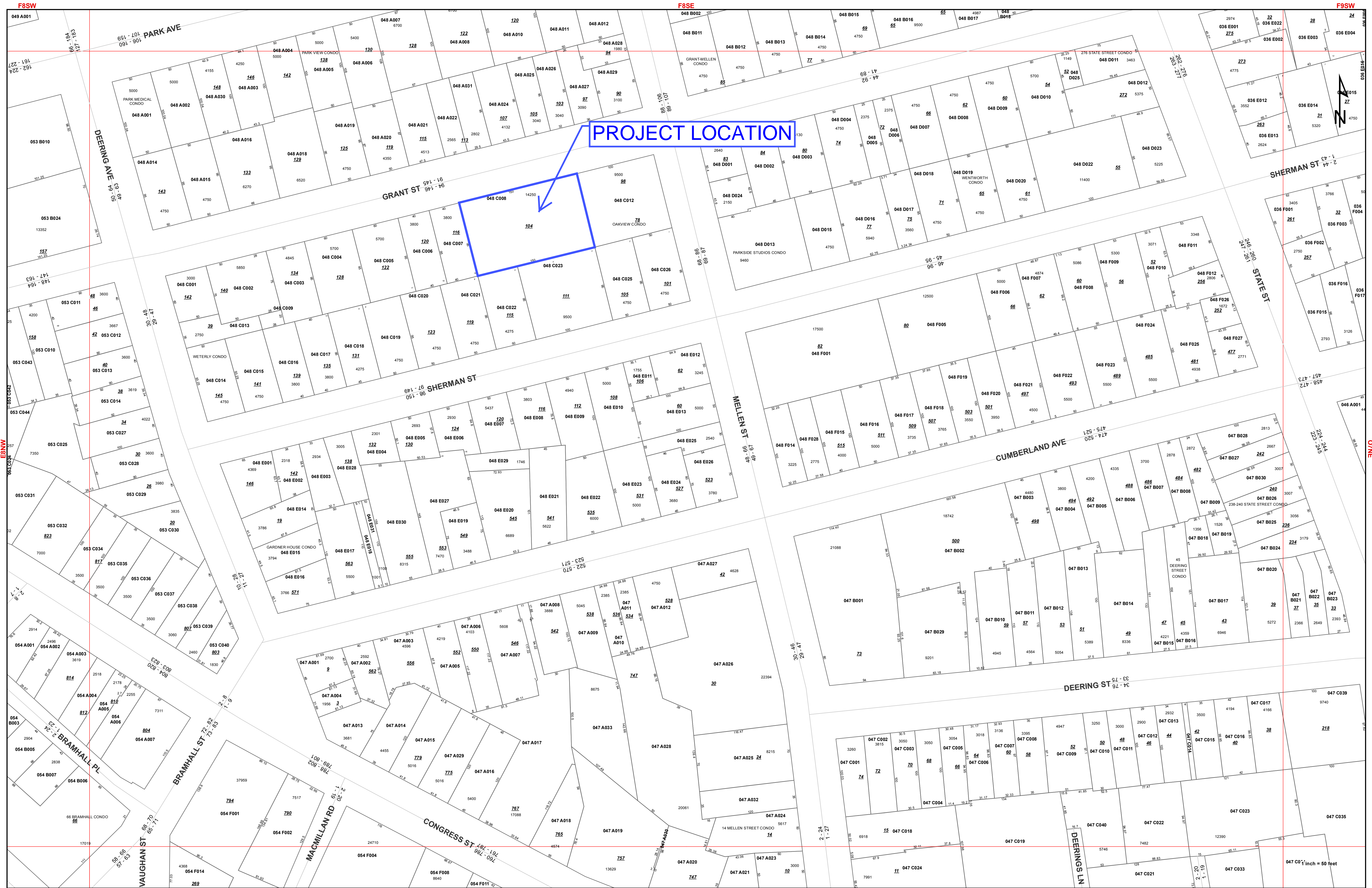
P.O. BOX 3372
 PORTLAND, MAINE 04102
 (207) 775-2655

FILE:	JN_1093.4
JN:	1093.4
SCALE:	AS NOTED
DESIGN BY:	FRT
DRAWN BY:	FRT
CHECKED BY:	WHS

THIS PLAN SHALL NOT BE MODIFIED WITHOUT WRITTEN PERMISSION FROM ACORN ENGINEERING, INC. ANY ALTERATIONS, AUTHORIZED OR OTHERWISE, SHALL BE AT THE USER'S SOLE RISK AND WITHOUT LIABILITY TO ACORN ENGINEERING, INC.

DRAWING NO.
EX-B
 25

EXHIBIT C: CITY OF PORTLAND TAX PARCEL MAP, AHTIF DISTRICT BOUNDARIES



PROJECT LOCATION

Exhibit A2: Projected Sales Schedule | The Goodwin

Unit	BR	SF	Price	IZ Unit	MH Unit
401	1	756	\$325,000		
402	1	617	\$240,000		1
403	1	616	\$265,000		
404	1	616	\$265,000		
405	1	617	\$240,000		1
406	1	760	\$325,000		
301	1	756	\$310,000		
302	1	617	\$200,000	1	1
303	1	616	\$240,000		1
304	1	616	\$240,000		1
305	1	617	\$200,000	1	1
306	1	760	\$310,000		
201	1	756	\$305,000		
202	1	617	\$200,000	1	1
203	1	616	\$200,000	1	1
204	1	616	\$200,000	1	1
205	1	617	\$200,000	1	1
206	1	760	\$305,000		
101	1	756	\$355,000		
102	1	617	\$200,000	1	1
103	1	498	\$200,000	1	1
105	2	750	\$345,000		
106	1	756	\$320,000		
TOTALS	24	15,323	\$5,990,000		
AVG		638	\$260,435	8	12
PARKING	12	\$12,000	\$144,000		
GROSS POTENTIAL SALES			\$6,134,000		

ACQUISITION		
Land Bldg		400,000
Misc Closing Costs		5,000
	SUBTOTAL	405,000
HARD COSTS		
Construction (GMP)		4,600,000
Environmental (Remediation)		30,000
Appliances		70,000
Contingency		150,000
	SUBTOTAL	4,850,000
SOFT COSTS		
A&E Design+Structural+Admin		165,000
Interior Design		10,000
GeoTech		20,000
Civil+Survey		38,000
Owner's Construction Rep		25,000
Environmental (Reports+Fees)		45,000
Special Testing Insp.		5,000
FF&E + Signage		10,000
Parking		40,000
Developer Legal		50,000
Site Plan Approval		10,000
Building Permit + Fees		82,000
Utility Connection Fees		60,000
Adv+Marketing+Staging		25,000
Insurance		30,000
Property Taxes		15,000
Stormwater Fees		2,000
R.E. Transfer Tax		15,000
Other Closing Costs		5,000
Misc Soft Costs		10,000
Developer Overhead		215,000
Property Management		10,000
Post Constr. Carrying Costs		20,000
	SUBTOTAL	907,000
FINANCING COSTS		
Origination Fees		16,000
SubDebt Subsidy Fees		5,000
Lender 3rd Party Fees		13,000
Lender Legal		15,000
Title & Recording		7,000
Interest Expense		200,000
AHTIF Reserve		77,000
	SUBTOTAL	333,000
	TOTAL	6,495,000



CITY OF PORTLAND
Planning & Urban Development Department
Housing and Community Development Division

TO: Councilor Duson, Chair
Members of the Housing Committee

Councilor Costa, Chair
Members of the Economic Development Committee

FROM: Mary Davis, Division Director
Victoria Volent, Housing Program Manager
Housing and Community Development Division

DATE: February 28, 2020

SUBJECT: DRAFT Request for Proposal of 21 Randall Street, 165 Lambert Street,
and 43 & 91 Douglass Streets

During the November 13, 2019 meeting of the Housing Committee, the Committee voted to recommend to the City Council the disposition of City-owned property located 21 Randall Street, 165 Lambert Street, and 43 & 91 Douglass Streets. At the December 16, 2019 meeting of the City Council, the Council authorized staff to move forward with the disposition of these properties and requested that staff investigate options to maximize housing development potential and recommend preferred disposition approaches, working with the Economic Development and Housing Committees (Resolve 10-19/20).

Staff is recommending the Request for Proposal (RFP) process to ensure that public resources are utilized for maximum public benefit while accomplishing specific objectives requested by the Council, and providing fair access to all applicants.

RFP Goals

There are common goals identified for the three properties.

- Developments shall provide mixed income units affordable to households earning 60% to 120% of the area median income (AMI). Currently, 60% AMI for a family of four is \$55,800 and 120% AMI for a family of four is \$111,600.
- Affordable is defined as the percentage of income a household is charged in rent and other housing expenses including utilities, or must pay in monthly mortgage payments (including real estate taxes, mortgage insurance, condominium/HOA fees, insurance and utilities), does not exceed 30% of a household's gross income, or other amount established in city regulations that does not vary significantly from this amount.

- Affordability restrictions must be in place for a minimum of 30 years for homeownership units, and the longest period allowed by law for rental units.
- Developments should include excellent building and site design utilizing design principles that promote efficient use of land to create a development that is compatible with the existing pattern, streetscape, scale, massing, and materials of the surrounding neighborhood. The designs will meet the City's Green Building Code.
- Higher density zoning that furthers exceptional projects and other city goals as outlined in the RFP(s) may be considered.
- Short-term rental of the units will not be permitted.
- The sale or long-term lease of the properties at 21 Randall and 165 Lambert Streets at below fair market value may be considered to support housing development that meets the City's stated goals. The City expects to receive fair market value for the property located at 43 & 91 Douglass Street.
- Alternative ownership models that encourage a mixed income community with long term affordability for the maximum number of units, such as limited equity units, co-housing, cooperative, or a community land trust, may be considered in order to ensure the units affordability over time.

After proposals are opened, city staff will make a recommendation to the City Council's Economic Development Committee (EDC) and the Housing Committee (HC). The EDC and HC will make a recommendation to the City Council. The contract for the disposition of the property will be executed only after review and final approval by the City Council.

Staff Recommendation

Staff is requesting the Economic Development Committee and the Housing Committee approve the terms and authorize staff to issue the Request for Proposals for the city-owned properties at 21 Randall Street, 165 Lambert Street and 43 & 91 Douglass Street.

Attachments

Draft Request for Proposal (RFP) - 21 Randall Street
 Draft Request for Proposal (RFP) - 165 Lambert Street
 Draft Request for Proposal (RFP) - 43 and 91 Douglass Street

CITY of PORTLAND, MAINE
Request for Proposals for Disposition and Development of City-Owned Property
Located at 21 Randall Street

I. NOTICE AND SPECIFICATIONS

The City of Portland, Maine seeks proposals from qualified developers for the creation of residential housing at 21 Randall Street. The site is designated on the City of Portland Tax Assessor's Map as lot CBL 166 B014-015-016.

Sealed proposals for the project, including an original, seven (7) copies, and one (1) digital copy, as specified herein, will be received by the Purchasing Office, Room 103, City Hall, 389 Congress Street, Portland, Maine 04101, until (time) p.m., (day), (month, date), 2020, at which time they will be publicly opened.

Proposals shall be submitted, and returned in sealed envelopes plainly marked on the outside "Disposition and Development of Property Located at 21 Randall Street".

Proposals that are late, unsigned or submitted via fax will not be accepted. Proposals from individuals not registered with the Purchasing Office may be rejected; receipt of this document directly from the City of Portland indicates registration. Should a person receive this Request from a source other than the City, please contact 207-874-8654 to ensure that you are listed as a recipient for this proposal.

All questions must be submitted in writing to the Purchasing Office. These may be mailed, hand delivered, faxed to (207) 874-8652 or e-mailed to mff@portlandmaine.gov and be received no later than five (5) business days prior to the opening date. Questions received after this time will not be addressed. Any interpretation, correction, or change of this document will be made only by written addenda. Changes in any other manner will not be binding on the City and proposers should not rely on. Proposers should not have contact with any City staff with regard to this proposal unless to obtain general public information as specified in the document.

The disposal of this real estate shall be on the basis of a negotiated proposal, with the City of Portland reserving the right to refuse any and all proposals. *All proposers are advised that the property will be sold "as-is" and "where is", in its existing condition, with no warranties either expressed or implied.* The City disclaims any and all responsibility for injury to proposers, their agents or others while examining the property or at any other time. The City will not be responsible for any broker's commission.

Any and all improvements made to said property must be done in accordance with existing City Codes and Ordinances.

II GENERAL INFORMATION

Summary of Request:

The City of Portland is committed to providing housing opportunities and has set a goal to evaluate

the use of City-owned property to construct housing. As one-step in accomplishing this goal, the City of Portland will accept proposals for the development of housing on the lot located at 21 Randall Street, which currently is a vacant.

This request for proposals results from the December 16, 2019 approval by the Portland City Council (Resolve 10-19/20) of the recommendations of the Housing Committee to market the City-owned vacant property located at 21 Randall Street.

The City of Portland uses the RFP process to ensure that public resources are utilized for maximum public benefit while accomplishing specific objectives and providing fair access to all applicants.

Site Information:

- a. **Location:** 21 Randall Street, as identified in the City of Portland Assessor's records as lot CBL 166 B014-015-016. (See Attachment 2).
- b. **Existing Conditions:** 21 Randall Street is located on three parcels totaling .3204 acres with frontage on Randall and Illsley Street in the East Deering Neighborhood. The surrounding context is predominantly residential with the majority of homes in the area being one and two-family structures. Washington Avenue, the neighborhood's principal arterial roadway, is located one block north of the complex and features a mixture of multi-family structures and commercial land uses.
- c. **Current use:** Vacant lot.
- d. **General Dimensions:** Together these lot are approximately .3204 acres or 13,956 square feet.
- e. **Current Zoning:** R-5. The R-5 zone allows for residential and duplex development. For a single-family home or duplex, the land area per dwelling unit is 3,000 square feet. At 13,956 square feet, this parcel, if split into two lots, would technically allow for four (4) single-family homes or two (2) two-family dwelling units. For complete zoning requirements, please refer to Chapter 14, Land Use, of the City Code.
- f. **Rezoning:** Higher density zoning that furthers exceptional projects and other city goals as outlined in Section III may be considered.
- g. **Condition of the property at the time of disposition:** Portland Water District has a major sewer easement through Lot 166 B016, which would preclude development on that side of the property. However, pavement placed over the easement may be allowed with a minor modification and execution of an Easement Modification Agreement with Portland Water District. (See Attachment 3)
- h. **Environmental Conditions:** The City of Portland does not have any specifics with regard to environmental conditions and makes no representations or guarantees with respect to the environmental condition of the site.

- i. Proposers are urged to investigate water sources and utility connection requirements with the Department of Public Works.

III CITY GOALS

The City's primary goals for the use of the property are:

1. Developments shall provide mixed income units. All units must be affordable to households earning 60% to 120% of the area median income (AMI). Currently, 60% AMI for a family of four is \$55,800 and 120% AMI for a family of four is \$111,600.

Affordable means that the percentage of income a household is charged in rent and other housing expenses including utilities, or must pay in monthly mortgage payments (including real estate taxes, mortgage insurance, condominium/HOA fees, insurance and utilities), does not exceed 30% of a household's gross income, or other amount established in city regulations that does not vary significantly from this amount.

Restrictions on the affordability of units must be in place for a minimum of 30 years for homeownership units, and the longest period allowed by law for rental units.

2. Development of mixed income homeownership or rental housing of excellent building and site design. Design principles should promote efficient use of land to create a development that is compatible with the existing pattern, streetscape, scale, massing, and materials of the surrounding neighborhood. The development's building shall be designed to meet the City's Green Building Code.
3. Rezoning may be considered to support increase housing development opportunities or maximize the number of allowable housing units on the property.

The general terms for this real estate transaction include:

- Zoning. Rezoning of this property may be considered to increase housing development opportunities or to maximize the number of allowable housing units on the property.
- Units must be used as the principal residence of the owner/tenant and owner/tenant shall not use the unit for the conduct of business (except for a home occupation allowed under the City of Portland zoning ordinance) or as an investment property. Units shall not be rented for short term periods of one to thirty days.
- The sale or long term lease of the property below fair market value may be considered to support housing development that meets the City's stated goals.
- Alternative Ownership Models. Alternative ownership models that will encourage a mixed income community with long term affordability for the maximum number of units, such as limited equity units, co-housing, cooperative, or a community land trust, may be considered in order to ensure the units affordability over time.
- Proposals must outline how they will maintain affordability.

- Other City Incentives. Other city financial incentives may be considered to support increase housing development opportunities or maximize the number of allowable housing units on the property.

IV PROPOSED SCORING

An internal staff Committee will review proposals received, and will apply the following selection criteria in reviewing and scoring the applications.

Proposed use to achieve the City of Portland's goals

40 points

1. Market Demand - 25 points
 - a. 25 points - All units meet the City's income targeting priority noted in Section III.1
 - b. 20 points - At least 75% of the units meet the City's income targeting priority noted in Section III.1
 - c. 15 points - At least 50% of the units meet the City's income targeting priority noted in Section III.1
 - d. 0 points - Project does not meet the City's income targeting priority noted in Section III.1
2. Economic diversity – 15 points
 - a. 15 points creates housing options which promote economic diversity in the neighborhood in which the development is located
 - b. 0 points does not promote economic diversity

Impact on surrounding neighborhood, including design.

25 points

1. Project Design -- 15 points
 - a. 15 points -- the proposal is consistent with design characteristics
 - b. 10 points – the proposal is an adequate fit with the neighborhood design,
 - c. 0 points – the design is a significant outlier
2. Amenities and unit design -- 10 points
 - a. 10 points – amenities & unit design are well thought out and appropriate for residents
 - b. 5 points -- amenities & unit design are adequate
 - c. 0 points – amenities and unit design raise significant concerns that resident needs will not be adequately addressed

Applicant's ability to complete project, including financial feasibility, development team experience, capacity, and timeframe for completion.

35 points

1. Readiness to proceed – 15 points
 - a. 15 points – all projected sources of funding include letters of commitment or interest are projected at terms and conditions consistent with the City's prior experience with the funder
 - b. 10 points – most projected sources of funding include letters of commitment, letters of interest, or, if no letter is included, are projected at terms and conditions consistent with the City's prior experience with this funder

- c. 0 points – one or more sources are projected on terms that are not consistent with the City’s prior experience with the funder and are not documented by letter(s) from funder(s).
- 2. Track record of development team – 10 points
 - a. 10 points – every development team member has a successful track record with this type of project and at this scale
 - b. 8 points – all but one development team members have a successful track record with this type of project and at this scale; one development team member has relevant experience but at a smaller scale or not of this project type
 - c. 5 points – two development team members, while having relevant experience, are new to this type of project or this scale of development
 - d. 0 points – the development team does not meet the criteria above
- 3. Current Capacity of development team – 10 points
 - a. 10 points – development team members have exceptional depth of human and financial resources to complete this project
 - b. 8 points - development team members have the human and financial resources to complete this project
 - c. 5 points – development team has a staffing gap in a significant role and a plan to address that gap, OR there are some concerns about the financial resources of the team to move the development forward
 - d. 0 points - the development team does not meet the criteria described above

SUMBMISSION INFORMATION

Interested parties are asked to submit a concept development (including preliminary drawings) and a brief description of the project, no longer than two pages, to include the number and type of units, occupants (owners/renters) to be served, special features, the impact on the neighborhood and other ways the proposal meets the primary goals of the City. A general project budget with projected funding sources, development timeline, and development team qualifications and financial capabilities is also required. This RFP does not require detailed architectural drawings or development pro formas.

Photographs and maps of the site and area are required.

- a) **Developer:** Name, address, telephone, fax number of the proposed owner/developer and the name(s) of an alternative contact person(s).
- b) **Proposal:** Each proposal submitted must specifically outline the proposed use of the property and any proposed rezoning requests.
- c) **Financial Feasibility:** Provide a business plan, which shall include prospective and committed sources of funding, development and operating budgets; a letter from a lending institution indicating the applicant’s ability to finance the projected costs; and provide examples of prior projects that indicate the proven ability to develop a project of similar type and scale from a fiscal perspective.

- d) **Timetable:** Provide an overview of how the proposal will be implemented. Include approximate schedule for completion of each element, closing, construction start-up, substantial completion, final completion, and occupancy. Include applications for public or private financing.
- e) **Developer Capacity:** Identify the qualifications and experience of the development team for the project including a list of previously completed projects similar to the proposed project. This team may include key staff of the developer, architect, general contractor and future property management. Also, discuss the ability to complete the project including the qualifications of the development team, management plan, experience, capacity, project readiness to proceed, and timeframe for completion.
- f) **Occupancy and Management Plan:** Present a plan detailing the ownership structure (condominium, cooperative, etc.), resale restrictions and resale process to ensure mixed income and long-term affordability.
- g) **Purchase Price:** Proposed purchase price for the property.
- h) **Copies:** Seven (7) copies, with the original so marked, and one (1) digital copy of each proposal shall be submitted.

V DISPOSITION INFORMATION

After proposals are opened, city staff will make a recommendation to the City Council's Economic Development Committee (EDC) and the Housing Committee (HC). The EDC and HC will make a recommendation to the City Council.

VI OTHER INFORMATION

Confidentiality: Proposals received by the City shall become a matter of public record, subject to public inspection, except to the extent, which an applicant designates in writing, proprietary data to be confidential and submits that data under separate cover, such information may be held from public inspection, as provided in Maine law: 5 MRSA Sections 13119-A and 13119-B.

VII LEGAL REQUIREMENTS

The contract for the disposition of the property will be executed only after review and final approval by the City Council.

VIII RESERVATION of RIGHTS

The City of Portland reserves the right, at its sole discretion, to award as well as reject any and all proposals for the city-owned property, based on the quality and merits of the proposals received, or when it is determined to be in the public interest to do so. Furthermore, the City may extend deadlines and timeframes, as needed.

The City reserves the right to substantiate any proposer's qualifications, capability to perform, availability, past performance records, and to verify that the proposer is current in its financial

obligations to the City.

The City of Portland, Maine, reserves the right to waive any informalities in proposals, to accept any proposal or portion thereof, and, to reject any and all proposals, as well as negotiate with the successful proposer(s) should it be in the best in the best interest of the City to do so for a final purchase and sale agreement and ultimate sale or lease of the property.

Pursuant to City procurement policy and ordinance, the City is unable to contract with businesses or individuals who are delinquent in their financial obligations to the City. These obligations may include but are not limited to real estate and personal property taxes and sewer user fees.

Proposers who are delinquent in their financial obligations to the City must do one of the following: bring the obligation current, negotiate a payment plan with the City's Treasury office, or agree to an offset, which shall be established by the contract which shall be issued to the successful proposer

March 5, 2020

Matthew F. Fitzgerald
Purchasing Manager

Attachments:

- A. Proposal
- B. Portland Assessor's Record
- C. GIS Sketch

PROPOSAL

NOTE: THIS PAGE IS TO BE COMPLETED AND RETURNED

The UNDERSIGNED hereby declares that he/she or they are the only person(s), firm or corporation interested in this proposal as principal, which it is made without any connection with any other person(s), firm or corporation submitting a proposal for the same.

The UNDERSIGNED hereby declares that they have read and understand all conditions as outlined in the Request for Proposals, and that the proposal is made in accordance with same.

The UNDERSIGNED hereby declares that any person(s) employed by the City of Portland, Maine, who has direct or indirect personal or financial interest in this proposal or in any portion of the profits which may be derived therefrom has been identified and the interest disclosed by separate attachment. (Please include in your disclosure any interest which you know of. An example of a direct interest would be a City employee who would be paid to perform services under this proposal. An example of an indirect interest would be a City employee who is related to any officers, employees, principal or shareholders of your firm or to you. If in doubt as to status or interest, please disclose to the extent known).

The proposer acknowledges the receipt of Addenda numbered _____
If Applicable

COMPANY NAME: _____
(Individual, Partnership, Corporation, Joint Venture)

AUTHORIZED SIGNATURE: _____ DATE: _____
(Officer, Authorized Individual or Owner)

PRINT NAME & TITLE: _____

ADDRESS: _____

TELEPHONE: _____ E-MAIL: _____

FEDERAL TAX ID #: _____ DUNS #: _____

STATE OF INCORPORATION _____

(If incorporated in another State, businesses must be authorized to do business in the State of Maine.)

In your organizations preceding completed fiscal year, did the organization receive:

(1) 80 percent or more of its annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; AND

(2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements? Yes No

Does the public have access to information about the compensation of the executives in the organization through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (18 U.S.C. 78m(a), 78o(d) or section 6104 of the Internal Revenue Code of 1986? Yes No

NOTE: All bids must bear the handwritten signature of a duly authorized member or employee of the organization making the bid. **This sheet must be signed and returned with the application package.**

PROPOSAL**NOTE: THIS PAGE IS TO BE COMPLETED AND RETURNED**

The UNDERSIGNED hereby declares that he/she or they are the only person(s), firm or corporation interested in this proposal as principal, which it is made without any connection with any other person(s), firm or corporation submitting a proposal for the same.

The UNDERSIGNED hereby declares that they have read and understand all conditions as outlined in the Request for Proposals, and that the proposal is made in accordance with same.

The UNDERSIGNED hereby declares that any person(s) employed by the City of Portland, Maine, who has direct or indirect personal or financial interest in this proposal or in any portion of the profits which may be derived therefrom has been identified and the interest disclosed by separate attachment. (Please include in your disclosure any interest which you know of. An example of a direct interest would be a City employee who would be paid to perform services under this proposal. An example of an indirect interest would be a City employee who is related to any officers, employees, principal or shareholders of your firm or to you. If in doubt as to status or interest, please disclose to the extent known).

The proposer acknowledges the receipt of Addenda numbered _____
If Applicable

COMPANY NAME: _____
(Individual, Partnership, Corporation, Joint Venture)

AUTHORIZED SIGNATURE: _____ DATE: _____
(Officer, Authorized Individual or Owner)

PRINT NAME & TITLE: _____

ADDRESS: _____

TELEPHONE: _____ E-MAIL: _____

FEDERAL TAX ID #: _____ DUNS #: _____

STATE OF INCORPORATION _____

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In your organizations preceding completed fiscal year, did the organization receive:

(1) 80 percent or more of its annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; AND

(2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements? Yes No

Does the public have access to information about the compensation of the executives in the organization through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (18 U.S.C. 78m(a), 78o(d) or section 6104 of the Internal Revenue Code of 1986? Yes No

NOTE: All bids must bear the handwritten signature of a duly authorized member or employee of the organization making the bid. **This sheet must be signed and returned with the application package.**

Assessor's Office | 389 Congress Street | Portland, Maine 04101 | Room 115 | (207) 874-8486

[City](#) [Home](#) [Departments](#) [City Council](#) [Online Services](#) [Calendar](#) [Jobs](#) [Volunteer](#)

This page contains a detailed description of the Parcel ID you selected.

[New Search!](#)

Current Owner Information:



Best viewed at 800x600, with Internet Explorer

CBL 166 B014001
Land Use Type GOVERNMENTAL
 Verify legal use with Inspections Division
Property Location 21 RANDALL ST
Owner Information CITY OF PORTLAND
 389 CONGRESS ST
 PORTLAND ME 04101

Book and Page
Legal Description 166-B-14-15-16
 RANDALL ST 21-23
 ILLSLEY ST 34-36
 13956SF

Rental Registration No
Acres 0.3204

Current Assessed Valuation:

TAX ACCT NO.	10005	OWNER OF RECORD AS OF APRIL 2019
LAND VALUE	\$11,900.00	CITY OF PORTLAND
BUILDING VALUE	\$0.00	
MUNICIPAL TYPE	(\$11,900.00)	389 CONGRESS ST
NET TAXABLE - REAL ESTATE	\$0.00	PORTLAND ME 04101
TAX AMOUNT	\$0.00	

Any information concerning tax payments should be directed to the Treasury office at 874-8490 or [e-mailed](#).

Building Information:

Building 1

Year Built
Style/Structure Type

[New Search!](#)



City of Portland Maine Parcel Viewer

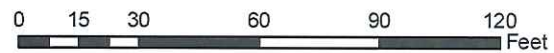
21 randall

Show search results for 21 ran...





GIS SKETCH OF 21 RANDALL ST
AUGUST 8, 2019 1"=30'



CITY OF PORTLAND, MAINE
 DEPT. OF PUBLIC WORKS
 212 Conno Rd Suite B PORTLAND, MAINE 04106
 PHONE (207) 874-8846 FAX (207) 874-8852



CITY of PORTLAND, MAINE
Request for Proposals for Disposition of City-Owned Property
Located at 165 Lambert Street

I. NOTICE AND SPECIFICATIONS

The City of Portland, Maine seeks proposals from qualified developers for the creation of residential housing at 165 Lambert Street. The site is designated on the City of Portland Tax Assessor's Map as lots CBL 385 A001, and 386 C001.

Sealed proposals for the project, including an original, seven (7) copies, and one (1) digital copy, as specified herein, will be received by the Purchasing Office, Room 103, City Hall, 389 Congress Street, Portland, Maine 04101, until (time) p.m., (day), (month, date), 2020, at which time they will be publicly opened.

Proposals shall be submitted, and returned in sealed envelopes plainly marked on the outside "Disposition and Development of Property Located at 165 Lambert Street".

Proposals that are late, unsigned or submitted via fax will not be accepted. Proposals from individuals not registered with the Purchasing Office may be rejected; receipt of this document directly from the City of Portland indicates registration. Should a person receive this Request from a source other than the City, please contact 207-874-8654 to ensure that you are listed as a recipient for this proposal.

All questions must be submitted in writing to the Purchasing Office. These may be mailed, hand delivered, faxed to (207) 874-8652 or e-mailed to mff@portlandmaine.gov and be received no later than five (5) business days prior to the opening date. Questions received after this time will not be addressed. Any interpretation, correction, or change of this document will be made only by written addenda. Changes in any other manner will not be binding on the City and proposers should not rely on. Proposers should not have contact with any City staff with regard to this proposal unless to obtain general public information as specified in the document.

The disposal of this real estate shall be on the basis of a negotiated proposal, with the City of Portland reserving the right to refuse any and all proposals. *All proposers are advised that the property will be sold "as-is" and "where is", in its existing condition, with no warranties either expressed or implied.* The City disclaims any and all responsibility for injury to proposers, their agents or others while examining the property or at any other time. The City will not be responsible for any broker's commission.

Any and all improvements made to said property must be done in accordance with existing City Codes and Ordinances.

II GENERAL INFORMATION

Summary of Request:

The City of Portland is committed to providing housing opportunities and has set a goal to evaluate

the use of City-owned property to construct housing. As one-step in accomplishing this goal, the City of Portland will accept proposals for the development of housing on the lot located at 165 Lambert Street, which currently is vacant.

This request for proposals results from the December 16, 2019 approval by the Portland City Council (Resolve 10-19/20) of the recommendations of the Housing Committee to market the City-owned vacant property located at 165 Lambert Street.

The City of Portland uses the RFP process to ensure that public resources are utilized for maximum public benefit while accomplishing specific objectives and providing fair access to all applicants.

Site Information:

- a. **Location:** 165 Lambert Street, as identified in the City of Portland Assessor's records as lot CBL 385 A001 and 386 C001 (See Attachment 2).
- b. **Existing Conditions:** 165 Lambert Street is located on two parcels totaling 13.3874 acres with frontage on Lambert Street in the North Deering neighborhood. The surrounding context is predominantly residential with the majority of homes in the area being one-family structures. The topography is quite steep and much of the parcel is designated as wetlands. A large portion of Auburn Street storm drain discharges to this area.
- c. **Current use:** Vacant lot.
- d. **General Dimensions:** Together these lots are approximately 13.3874 acres or 583,157 square feet.
- e. **Current Zoning:** R-2. The R-2 zone allows for the creation of single-family detached dwelling units on minimum lot sizes of 10,000 square feet. At 13.39 acres (583,157 square feet), this parcel could permit a maximum residential density of 58 single-family homes. However, there are extensive wetlands on approximately 8 acres on the site that will limit maximum development potential. For complete zoning requirements, please refer to Chapter 14, Land Use, of the City Code.
- f. **Rezoning:** Higher density zoning that furthers exceptional projects and city goals as outlined in Section III will be considered. For example, the R-3 residential zone allows for Planned Residential Unit Development (PRUD) on properties of 3 acres or more, and a higher maximum residential density of 6,500 square feet per dwelling unit. A PRUD would allow for alternative site layouts, and the ability to avoid impacts to on-site wetlands.
- g. **Condition of the property at the time of disposition:** Wetlands present (See Attachment 4).
- h. **Environmental Conditions:** Boyle Associates conducted a wetland delineation in July of 2009 and prepared a wetland sketch plan for the City of Portland; 4.53 acres of uplands were identified during their review. During a site visit in October of 2019, Jones Associates confirmed there had been no changes to the wetlands and the wetland delineations done by

Boyle Associates were still appropriate to use. The City of Portland reserves the right to establish a conservation easement on the non-developable portions of the parcel.

- i. Proposers are urged to investigate water sources and utility connection requirements with the Department of Public Works.

III CITY GOALS

The City's primary goals for the use of the property are:

1. Developments shall provide mixed income units. All units must be affordable to households earning 60% to 120% of the area median income – which 60% is now \$55,800 for a family of four and 120% is now \$111,600 for a family of four.

Affordable means that the percentage of income a household is charged in rent and other housing expenses including utilities, or must pay in monthly mortgage payments (including real estate taxes, mortgage insurance, condominium/HOA fees, insurance and utilities), does not exceed 30% of a household's gross income, or other amount established in city regulations that does not vary significantly from this amount.

Restrictions on the affordability of units must be in place for a minimum of 30 years for homeownership units, and the longest period allowed by law for rental units.

2. Development of mixed income homeownership or rental housing of excellent building and site design. Design principles should promote efficient use of land to create a development that is compatible with the existing pattern, scale, massing, and materials of the surrounding neighborhood. The development's buildings shall be designed to meet the City's Green Building Code.
3. Environmental preservation should be identified to retain a balance between development and conservation of open space important for wildlife, ecological, and environmental values.
4. Rezoning may be considered to support increase housing development opportunities or maximize the number of allowable housing units on the property.

The general terms for this real estate transaction include:

- Zoning. Rezoning of this property may be considered to increase housing development opportunities or maximize the number of allowable housing units on the property.
- Units must be used as the principal residence of the owner/tenant and owner/tenant shall not use the unit for the conduct of business (except for a home occupation allowed under the City of Portland zoning ordinance) or as an investment property. Units shall not be rented for short-term periods of one to thirty days.

- The sale or long term lease of the property below fair market value may be considered to support housing development that meets the City’s stated goals.
- Alternative Ownership Models. Alternative ownership models that will encourage a mixed income community with long term affordability for the maximum number of units, such as limited equity units, co-housing, cooperative, or a community land trust, may be considered in order to ensure the units affordability over time.
- Proposals must outline how they will maintain affordability.
- Other City Incentives. Other city financial incentives may be considered to support increase housing development opportunities or maximize the number of allowable housing units on the property.

IV PROPOSED SCORING

An internal staff Committee will review proposals received, and will apply the following selection criteria in reviewing and scoring the applications.

Proposed use to achieve the City of Portland's goals 40 points

1. Market Demand - 25 points
 - a. 25 points - All units meet the City’s income targeting priority noted in Section III.1
 - b. 20 points - At least 75% of the units meet the City’s income targeting priority noted in Section III.1
 - c. 15 points - At least 50% of the units meet the City’s income targeting priority noted in Section III.1
 - d. 0 points - Project does not meet the City’s income targeting priority noted in Section III.1
2. Economic diversity – 15 points
 - a. 15 points creates housing options which promote economic diversity in the neighborhood in which the development is located
 - b. 0 points does not promote economic diversity

Impact on surrounding neighborhood, including design. 25 points

1. Project Design -- 15 points
 - a. 15 points -- the proposal is consistent with design characteristics
 - b. 10 points – the proposal is an adequate fit with neighborhood characteristics
 - c. 0 points – the design is a significant outlier
2. Amenities and unit design -- 10 points
 - a. 10 points – amenities & unit design are well thought out and appropriate for residents,
 - b. 5 points -- amenities & unit design are adequate,
 - c. 0 points – amenities and unit design raise significant concerns that resident needs will not be adequately addressed

Applicant's ability to complete project, including financial feasibility, development team experience, capacity, and timeframe for completion. 35 points

1. Readiness to proceed – 15 points

- a. 15 points – all projected sources of funding include letters of commitment or interest are projected at terms and conditions consistent with the City’s prior experience with the funder
 - b. 10 points – most projected sources of funding include letters of commitment, letters of interest, or, if no letter is included, are projected at terms and conditions consistent with the City’s prior experience with this funder
 - c. 0 points – one or more sources are projected on terms that are not consistent with the City’s prior experience with the funder and are not documented by letter(s) from funder(s)
2. Track record of development team – 10 points
 - a. 10 points – every development team member has a successful track record with this type of project and at this scale
 - b. 8 points – all but one development team members have a successful track record with this type of project and at this scale; one development team member has relevant experience but at a smaller scale or not of this project type
 - c. 5 points – two development team members, while having relevant experience, are new to this type of project or this scale of development
 - d. 0 points – the development team does not meet the criteria above
 3. Current Capacity of development team – 10 points
 - a. 10 points – development team members have exceptional depth of human and financial resources to complete this project
 - b. 8 points - development team members have the human and financial resources to complete this project
 - c. 5 points – development team has a staffing gap in a significant role and a plan to address that gap, OR there are some concerns about the financial resources of the team to move the development forward
 - d. 0 points - the development team does not meet the criteria described above

SUMBMISSION INFORMATION

Interested parties are asked to submit a concept development (including preliminary drawings) and a brief description of the project, no longer than two pages, to include the number and type of units, occupants (owners/renters) to be served, special features, the impact on the neighborhood and other ways the proposal meets the primary goals of the City. A general project budget with projected funding sources, development timeline, and development team qualifications and financial capabilities is also required. This RFP does not require detailed architectural drawings or development pro formas.

Photographs and maps of the site and area are required.

- a) **Developer:** Name, address, telephone, fax number of the proposed owner/developer and the name(s) of an alternative contact person(s).
- b) **Proposal:** Each proposal submitted must specifically outline the proposed use of the property and any proposed rezoning requests.
- c) **Financial Feasibility:** Provide a business plan, which shall include prospective and committed sources of funding, development and operating budgets; a letter from a lending institution

indicating the applicant's ability to finance the projected costs; and provide examples of prior projects that indicate the proven ability to develop a project of similar type and scale from a fiscal perspective.

- d) **Timetable:** Provide an overview of how the proposal will be implemented. Include approximate schedule for completion of each element, closing, construction start-up, substantial completion, final completion, and occupancy. Include applications for public or private financing.
- e) **Developer Capacity:** Identify the qualifications and experience of the development team for the project including a list of previously completed projects similar to the proposed project. This team may include key staff of the developer, architect, general contractor and future property management. Also, discuss the ability to complete the project including the qualifications of the development team, management plan, experience, capacity, project readiness to proceed, and timeframe for completion.
- f) **Occupancy and Management Plan:** Present a plan detailing the ownership structure (condominium, cooperative, etc.), resale restrictions and resale process to ensure mixed income and long-term affordability.
- g) **Purchase Price:** Proposed purchase price for the property.
- h) **Copies:** Seven (7) copies, with the original so marked, of each proposal shall be submitted.

V DISPOSITION INFORMATION

After proposals are opened, city staff will make a recommendation to the City Council's Economic Development Committee (EDC) and the Housing Committee (HC). The EDC and HC will make a recommendation to the City Council.

VI OTHER INFORMATION

Confidentiality: Proposals received by the City shall become a matter of public record, subject to public inspection, except to the extent, which an applicant designates in writing, proprietary data to be confidential and submits that data under separate cover, such information may be held from public inspection, as provided in Maine law: 5 MRSA Sections 13119-A and 13119-B.

VII LEGAL REQUIREMENTS

The contract for the disposition of the property will be executed only after review and final approval by the City Council.

VIII RESERVATION of RIGHTS

The City of Portland reserves the right, at its sole discretion, to award as well as reject any and all proposals for the city-owned property, based on the quality and merits of the proposals received, or when it is determined to be in the public interest to do so. Furthermore, the City may extend deadlines and timeframes, as needed.

The City reserves the right to substantiate any proposer's qualifications, capability to perform, availability, past performance records, and to verify that the proposer is current in its financial obligations to the City.

The City of Portland, Maine, reserves the right to waive any informalities in proposals, to accept any proposal or portion thereof, and, to reject any and all proposals, as well as negotiate with the successful proposer(s) should it be in the best in the best interest of the City to do so for a final purchase and sale agreement and ultimate sale or lease of the property.

Pursuant to City procurement policy and ordinance, the City is unable to contract with businesses or individuals who are delinquent in their financial obligations to the City. These obligations may include but are not limited to real estate and personal property taxes and sewer user fees.

Proposers who are delinquent in their financial obligations to the City must do one of the following: bring the obligation current, negotiate a payment plan with the City's Treasury office, or agree to an offset, which shall be established by the contract, which shall be issued to the successful proposer

March 5, 2020

Matthew F. Fitzgerald
Purchasing Manager

Attachments:

- A. Proposal
- B. Portland Assessor's Record
- C. GIS Map
- D. Wetland Sketch Plan

PROPOSAL

NOTE: THIS PAGE IS TO BE COMPLETED AND RETURNED

The UNDERSIGNED hereby declares that he/she or they are the only person(s), firm or corporation interested in this proposal as principal, which it is made without any connection with any other person(s), firm or corporation submitting a proposal for the same.

The UNDERSIGNED hereby declares that they have read and understand all conditions as outlined in the Request for Proposals, and that the proposal is made in accordance with same.

The UNDERSIGNED hereby declares that any person(s) employed by the City of Portland, Maine, who has direct or indirect personal or financial interest in this proposal or in any portion of the profits which may be derived therefrom has been identified and the interest disclosed by separate attachment. (Please include in your disclosure any interest which you know of. An example of a direct interest would be a City employee who would be paid to perform services under this proposal. An example of an indirect interest would be a City employee who is related to any officers, employees, principal or shareholders of your firm or to you. If in doubt as to status or interest, please disclose to the extent known).

The proposer acknowledges the receipt of Addenda numbered _____
If Applicable

COMPANY NAME: _____
(Individual, Partnership, Corporation, Joint Venture)

AUTHORIZED SIGNATURE: _____ DATE: _____
(Officer, Authorized Individual or Owner)

PRINT NAME & TITLE: _____

ADDRESS: _____

TELEPHONE: _____ E-MAIL: _____

FEDERAL TAX ID #: _____ DUNS #: _____

STATE OF INCORPORATION _____

(If incorporated in another State, businesses must be authorized to do business in the State of Maine.)

In your organizations preceding completed fiscal year, did the organization receive:

(1) 80 percent or more of its annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; AND

(2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements? Yes No

Does the public have access to information about the compensation of the executives in the organization through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (18 U.S.C. 78m(a), 78o(d) or section 6104 of the Internal Revenue Code of 1986? Yes No

NOTE: All bids must bear the handwritten signature of a duly authorized member or employee of the organization making the bid. **This sheet must be signed and returned with the application package.**

Assessor's Office | 389 Congress Street | Portland, Maine 04101 | Room 115 | (207) 874-8486

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This page contains a detailed description of the Parcel ID you selected.

[New Search!](#)

Current Owner Information:



Best viewed at 800x600, with Internet Explorer

CBL 385 A001001
Land Use Type GOVERNMENTAL
Verify legal use with Inspections Division
Property Location 165 LAMBERT ST
Owner Information CITY OF PORTLAND
389 CONGRESS ST
PORTLAND ME 04101

Book and Page
Legal Description 385-A-1 386-C-1
WASHINGTON AVE 2119-
2217 AUBURN ST 600-
612 583157 SF
Rental Registration No
Acres 13.3874

Current Assessed Valuation:

TAX ACCT NO.	10005	OWNER OF RECORD AS OF APRIL 2019
LAND VALUE	\$558,700.00	CITY OF PORTLAND
BUILDING VALUE	\$0.00	
MUNICIPAL TYPE	(\$558,700.00)	389 CONGRESS ST
NET TAXABLE - REAL ESTATE	\$0.00	PORTLAND ME 04101
TAX AMOUNT	\$0.00	

Any information concerning tax payments should be directed to the Treasury office at 874-8490 or [e-mailed](#).

Building Information:

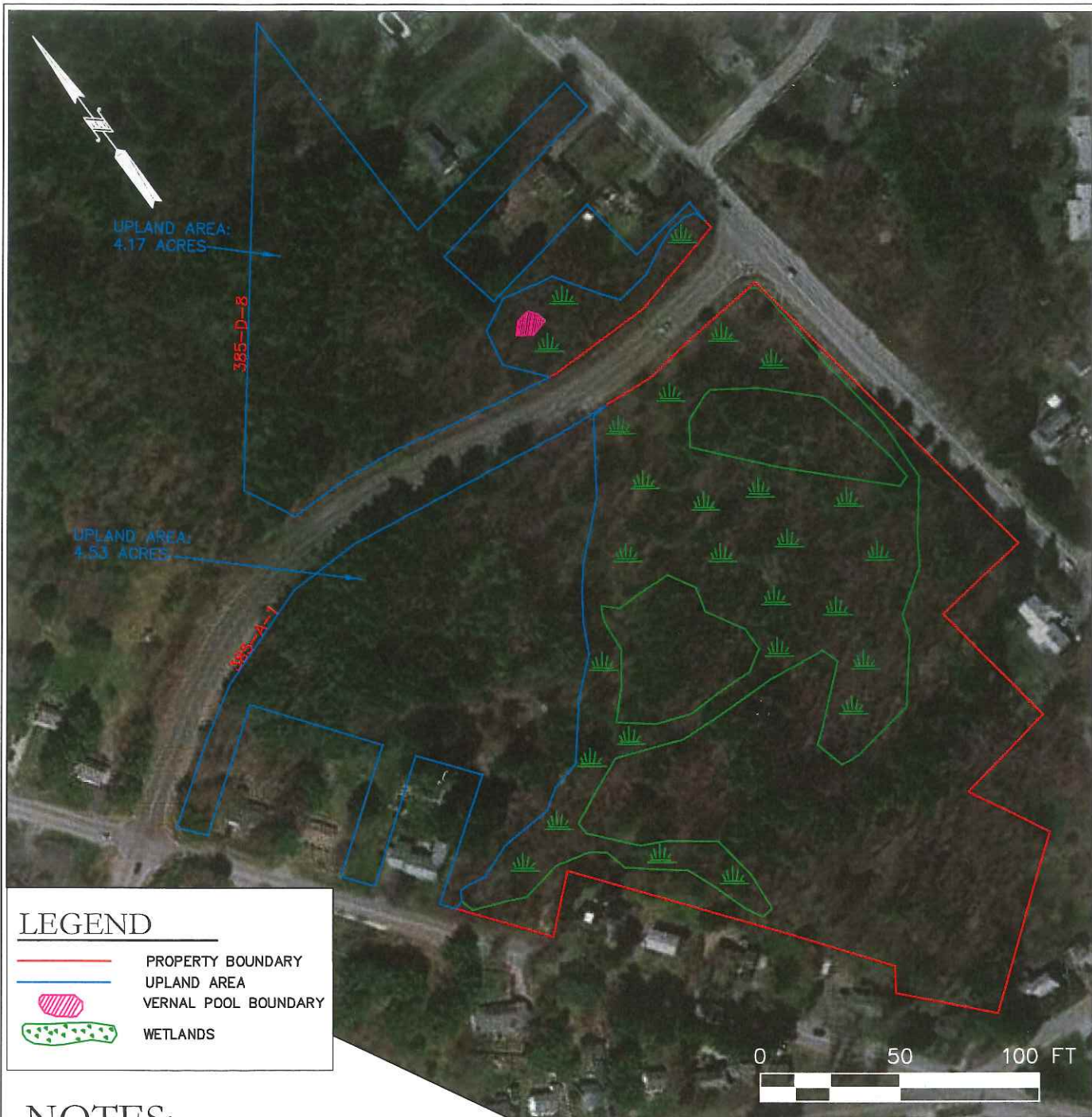
Building 1

Year Built
Style/Structure Type

Sales Information:

Sale Date	Type	Price	Book/Page
1/1/1976	LAND	\$0.00	3798/6

[New Search!](#)



LEGEND


-  PROPERTY BOUNDARY
-  UPLAND AREA
-  VERNAL POOL BOUNDARY
-  WETLANDS

NOTES:

1. PROPERTY BOUNDARY OBTAINED FROM MAINE OFFICE OF GIS.
2. WETLANDS WERE REVIEWED, IDENTIFIED, AND DELINEATED BY BOYLE ASSOCIATES IN JULY 2009 FOR THE CITY OF PORTLAND'S WETLAND COMPENSATION OPPORTUNITIES ASSESSMENT. APPROXIMATE WETLAND BOUNDARIES ARE BASED ON GPS-LEVEL FIELD INVESTIGATION.
2. AERIAL IMAGERY OBTAINED FROM GOOGLE EARTH.

WETLAND SKETCH PLAN
 CITY OF PORTLAND
 LOT 15 - 165 LAMBERT ST AND 622 AUBURN ST
 (385-D-8 AND 385-A-1)
 PORTLAND, MAINE

PREPARED BY:
JONES ASSOCIATES INC.
 Foresters, Surveyors And
 Environmental Consultants



280 POLAND SPRING ROAD, AUBURN, MAINE 04210
 (207) 241-0235

PLAN DATE:	OCTOBER 18, 2019
FIELD WORK DATE:	SEPTEMBER 2019
SCALE:	1"=100'
PROJ. #:	10e065PO

CITY of PORTLAND, MAINE
Request for Proposals for Disposition of City-Owned Property
Located at 43 & 91 Douglass Street

I. NOTICE AND SPECIFICATIONS

The City of Portland, Maine seeks proposals from qualified developers for the creation of residential housing at 43 & 91 Douglass Street. The site is designated on the City of Portland Tax Assessor's Map as lot CBL 078 C002 & 078 B007.

Sealed proposals for the project, including an original, seven (7) copies, and one (1) digital copy, as specified herein, will be received by the Purchasing Office, Room 103, City Hall, 389 Congress Street, Portland, Maine 04101, until (time) p.m., (day), (month, date), 2020, at which time they will be publicly opened.

Proposals shall be submitted, and returned in sealed envelopes plainly marked on the outside "Disposition and Development of Property Located at 43 & 91 Douglass Street".

Proposals that are late, unsigned or submitted via fax will not be accepted. Proposals from individuals not registered with the Purchasing Office may be rejected; receipt of this document directly from the City of Portland indicates registration. Should a person receive this Request from a source other than the City, please contact 207-874-8654 to ensure that you are listed as a recipient for this proposal.

All questions must be submitted in writing to the Purchasing Office. These may be mailed, hand delivered, faxed to (207) 874-8652 or e-mailed to mff@portlandmaine.gov and be received no later than five (5) business days prior to the opening date. Questions received after this time will not be addressed. Any interpretation, correction, or change of this document will be made only by written addenda. Changes in any other manner will not be binding on the City and proposers should not rely on. Proposers should not have contact with any City staff with regard to this proposal unless to obtain general public information as specified in the document.

The disposal of this real estate shall be on the basis of a negotiated proposal, with the City of Portland reserving the right to refuse any and all proposals. *All proposers are advised that the property will be sold "as-is" and "where is", in its existing condition, with no warranties either expressed or implied.* The City disclaims any and all responsibility for injury to proposers, their agents or others while examining the property or at any other time. The City will not be responsible for any broker's commission.

Any and all improvements made to said property must be done in accordance with existing City Codes and Ordinances.

II GENERAL INFORMATION

Summary of Request:

The City of Portland is committed to providing housing opportunities and has set a goal to evaluate

the use of City-owned property to construct housing. As one-step in accomplishing this goal, the City of Portland will accept proposals for the development of housing on the lot located at 43 & 91 Douglass Street, which currently is a vacant but was the former site of the West School.

This request for proposals results from the December 16, 2019 approval by the Portland City Council (Resolve 10-19/20) of the recommendations of the Housing Committee to market the City-owned vacant property located at 43 and 91 Douglass Street.

The City of Portland uses the RFP process to ensure that public resources are utilized for maximum public benefit while accomplishing specific objectives and providing fair access to all applicants.

Site Information:

- a. **Location:** 43 & 91 Douglass Street, as identified in the City of Portland Assessor's records as lot CBL 078 C002 and 078 B007, in the R-5 zone. The lot includes the former site of the West School. The site for disposition includes a portion of 91 Douglass Street, but not the entire lot (See Attachment 2).
- b. **Existing Conditions:** 43 & 91 Douglass Street is located on two parcels totaling XXX acres with frontage on Douglass Street in the Libbytown neighborhood. A right-of-way bisects the two parcels. The surrounding context is predominantly residential with the majority of homes in the area being one and multi-family structures. Dougherty Play Field abuts the property to the north.
- c. **Current use:** Vacant lot.
- d. **General Dimensions:** 43 Douglass Street (.3981 acres), a ROW and a 2.85-acre portion of 91 Douglass Street, totals *[awaiting final survey work]* acres or *[awaiting final survey work]* square feet.
- e. **Current Zoning:** R-5. The minimum lot size in the R-5 zone is 6,000 square feet for residential development (single-family and two-family), 9,000 square feet for a multi-plex development (three-family or more), and 2 acres for a planned residential unit development (PRUD). This parcel would allow for residential, multi-family, and PRUD development. The minimum lot area per unit in a PRUD is 3,000 square feet; the maximum units per building is 12 units. At approximately *[awaiting final survey work]* square feet, the maximum number of residential units that could be developed within a PRUD is 47 units. For complete zoning requirements, please refer to Chapter 14, Land Use, of the City Code.
- f. **Rezoning:** Higher density zoning that furthers exceptional projects and other city goals as outlined in Section III may be considered.
- g. **Condition of the property at the time of sale:** This parcel is the location of a former city-dump, and later the West School. A natural gas line and gas company easement are located in the right-of-way and the 43 Douglass Street parcel thus precluding development over these sites. A 40' wide sewer easement is also identified in the unbuildable portion of the site.

- h. Environmental Conditions:** A Phase II Environmental Site Assessment (ESA) has been completed to evaluate current environmental conditions. Based on findings, special soil disposal restrictions may be required. Participation in the Maine DEP Voluntary Response Action Program (VRAP) should be considered. The Phase II ESA Executive Summary is attached (Attachment 4).
- i.** Proposers are urged to investigate water sources and utility connection requirements with the Department of Public Works.

III CITY GOALS

The City's primary goals for the use of the property are:

1. Developments shall provide mixed income units. All units must be affordable to households earning 60% to 120% of the area median income (AMI). Currently, 60% AMI for a family of four is \$55,800 and 120% AMI for a family of four is \$111,600.

Affordable means that the percentage of income a household is charged in rent and other housing expenses including utilities, or must pay in monthly mortgage payments (including real estate taxes, mortgage insurance, condominium/HOA fees, insurance and utilities), does not exceed 30% of a household's gross income, or other amount established in city regulations that does not vary significantly from this amount.

Restrictions on the affordability of units must be in place for a minimum of 30 years for homeownership units, and the longest period allowed by law for rental units.

2. Development of mixed income homeownership or rental housing of excellent building and site design. Design principles should promote efficient use of land to create a development that is compatible with the existing pattern, scale, massing, and materials of the surrounding neighborhood. The development's buildings shall be designed to meet the City's Green Building Code.
3. Rezoning may be considered to support increase housing development opportunities or maximize the number of allowable housing units on the property.

The general terms for this real estate transaction include:

- Zoning. Rezoning of this property may be considered to increase housing development opportunities or maximize the number of allowable housing units on the property.
- Units must be used as the principal residence of the owner/tenant and owner/tenant shall not use the unit for the conduct of business (except for a home occupation allowed under the City of Portland zoning ordinance) or as an investment property. Units shall not be rented for short-term periods of one to thirty days.

- Property Sale Price. The City expects to receive Fair Market Value (FMV”) for the property.
- Alternative Ownership Models. Alternative ownership models that will encourage a mixed income community with long term affordability for the maximum number of units, such as limited equity units, co-housing, cooperative, or a community land trust, may be considered in order to ensure the units affordability over time.
- Proposals must outline how they will maintain affordability.
- Other City Incentives. Other city financial incentives may be considered to support increase housing development opportunities or maximize the number of allowable housing units on the property.

IV PROPOSED SCORING

An internal staff Committee will review proposals received, and will apply the following selection criteria in reviewing and scoring the applications.

Proposed use to achieve the City of Portland's goals

40 points

1. Market Demand - 25 points
 - a. 25 points - All units meet the City’s income targeting priority noted in Section III.1
 - b. 20 points - At least 75% of the units meet the City’s income targeting priority noted in Section III.1
 - c. 15 points - At least 50% of the units meet the City’s income targeting priority noted in Section III.1
 - d. 0 points - Project does not meet the City’s income targeting priority noted in Section III.1
2. Economic diversity – 15 points
 - a. 15 points creates housing options which promote economic diversity in the neighborhood in which the development is located
 - b. 0 points does not promote economic diversity

Impact on surrounding neighborhood, including design.

25 points

1. Project Design -- 15 points
 - a. 15 points -- the proposal is consistent with design characteristics,
 - b. 10 points – the proposal is an adequate fit with neighborhood characteristics
 - c. 0 points – the design is a significant outlier
2. Amenities and unit design -- 10 points
 - a. 10 points – amenities & unit design are well thought out and appropriate for residents,
 - b. 5 points -- amenities & unit design are adequate,
 - c. 0 points – amenities and unit design raise significant concerns that resident needs will not be adequately addressed

Applicant's ability to complete project, including financial feasibility, development team experience, capacity, and timeframe for completion.

35 points

1. Readiness to proceed – 15 points

- a. 15 points – all projected sources of funding include letters of commitment or interest are projected at terms and conditions consistent with the City’s prior experience with the funder
 - b. 10 points – most projected sources of funding include letters of commitment, letters of interest, or, if no letter is included, are projected at terms and conditions consistent with the City’s prior experience with this funder
 - c. 0 points – one or more sources are projected on terms that are not consistent with the City’s prior experience with the funder and are not documented by letter(s) from funder(s)
2. Track record of development team – 10 points
 - a. 10 points – every development team member has a successful track record with this type of project and at this scale
 - b. 8 points – all but one development team members have a successful track record with this type of project and at this scale; one development team member has relevant experience but at a smaller scale or not of this project type
 - c. 5 points – two development team members, while having relevant experience, are new to this type of project or this scale of development
 - d. 0 points – the development team does not meet the criteria above
 3. Current Capacity of development team – 10 points
 - a. 10 points – development team members have exceptional depth of human and financial resources to complete this project
 - b. 8 points - development team members have the human and financial resources to complete this project
 - c. 5 points – development team has a staffing gap in a significant role and a plan to address that gap, OR there are some concerns about the financial resources of the team to move the development forward
 - d. 0 points - the development team does not meet the criteria described above

SUBMISSION INFORMATION

Interested parties are asked to submit a concept development (including preliminary drawings) and a brief description of the project, no longer than two pages, to include the number and type of units, occupants (owners/renters) to be served, special features, the impact on the neighborhood and other ways the proposal meets the primary goals of the City. A general project budget with projected funding sources, development timeline, and development team qualifications and financial capabilities is also required. This RFP does not require detailed architectural drawings or development pro formas.

Photographs and maps of the site and area are required.

- a) **Developer:** Name, address, telephone, fax number of the proposed owner/developer and the name(s) of an alternative contact person(s).
- b) **Proposal:** Each proposal submitted must specifically outline the proposed use of the property and any proposed rezoning requests.

- c) **Financial Feasibility:** Provide a business plan, which shall include prospective and committed sources of funding, development and operating budgets; a letter from a lending institution indicating the applicant's ability to finance the projected costs; and provide examples of prior projects that indicate the proven ability to develop a project of similar type and scale from a fiscal perspective.
- d) **Timetable:** Provide an overview of how the proposal will be implemented. Include approximate schedule for completion of each element, closing, construction start-up, substantial completion, final completion, and occupancy. Include applications for public or private financing.
- e) **Developer Capacity:** Identify the qualifications and experience of the development team for the project including a list of previously completed projects similar to the proposed project. This team may include key staff of the developer, architect, general contractor and future property management. Also, discuss the ability to complete the project including the qualifications of the development team, management plan, experience, capacity, project readiness to proceed, and timeframe for completion.
- f) **Occupancy and Management Plan:** Present a plan detailing the ownership structure (condominium, cooperative, etc.), resale restrictions and resale process, to ensure mixed income and long-term affordability.
- g) **Purchase Price:** Proposed purchase price for the property.
- h) **Copies:** Seven (7) copies, with the original so marked, and one (1) digital copy of each proposal shall be submitted.

V SALE INFORMATION

After proposals are opened, city staff will make a recommendation to the City Council's Economic Development Committee (EDC) and the Housing Committee (HC). The EDC and HC will make a recommendation to the City Council.

VI OTHER INFORMATION

Confidentiality: Proposals received by the City shall become a matter of public record, subject to public inspection, except to the extent, which an applicant designates in writing, proprietary data to be confidential and submits that data under separate cover, such information may be held from public inspection, as provided in Maine law: 5 MRSA Sections 13119-A and 13119-B.

VII LEGAL REQUIREMENTS

The contract for the disposition of the property will be executed only after review and final approval by the City Council.

VIII RESERVATION of RIGHTS

The City of Portland reserves the right, at its sole discretion, to award as well as reject any and all

proposals for the city-owned property, based on the quality and merits of the proposals received, or when it is determined to be in the public interest to do so. Furthermore, the City may extend deadlines and timeframes, as needed.

The City reserves the right to substantiate any proposer's qualifications, capability to perform, availability, past performance records, and to verify that the proposer is current in its financial obligations to the City.

The City of Portland, Maine, reserves the right to waive any informalities in proposals, to accept any proposal or portion thereof, and, to reject any and all proposals, as well as negotiate with the successful proposer(s) should it be in the best interest of the City to do so for a final purchase and sale agreement and ultimate sale of the property.

Pursuant to City procurement policy and ordinance, the City is unable to contract with businesses or individuals who are delinquent in their financial obligations to the City. These obligations may include but are not limited to real estate and personal property taxes and sewer user fees.

Proposers who are delinquent in their financial obligations to the City must do one of the following: bring the obligation current, negotiate a payment plan with the City's Treasury office, or agree to an offset, which shall be established by the contract, which shall be issued to the successful proposer

March 5, 2020

Matthew F. Fitzgerald
Purchasing Manager

Attachments:

- A Proposal
- B Portland Assessor's Record
- C GIS Map (awaiting final survey work)
- D Phase II Environmental Site Assessment Executive Summary

PROPOSAL

NOTE: THIS PAGE IS TO BE COMPLETED AND RETURNED

The UNDERSIGNED hereby declares that he/she or they are the only person(s), firm or corporation interested in this proposal as principal, which it is made without any connection with any other person(s), firm or corporation submitting a proposal for the same.

The UNDERSIGNED hereby declares that they have read and understand all conditions as outlined in the Request for Proposals, and that the proposal is made in accordance with same.

The UNDERSIGNED hereby declares that any person(s) employed by the City of Portland, Maine, who has direct or indirect personal or financial interest in this proposal or in any portion of the profits which may be derived therefrom has been identified and the interest disclosed by separate attachment. (Please include in your disclosure any interest which you know of. An example of a direct interest would be a City employee who would be paid to perform services under this proposal. An example of an indirect interest would be a City employee who is related to any officers, employees, principal or shareholders of your firm or to you. If in doubt as to status or interest, please disclose to the extent known).

The proposer acknowledges the receipt of Addenda numbered _____
If Applicable

COMPANY NAME: _____
(Individual, Partnership, Corporation, Joint Venture)

AUTHORIZED SIGNATURE: _____ DATE: _____
(Officer, Authorized Individual or Owner)

PRINT NAME & TITLE: _____

ADDRESS: _____

TELEPHONE: _____ E-MAIL: _____

FEDERAL TAX ID #: _____ DUNS #: _____

STATE OF INCORPORATION _____

(If incorporated in another State, businesses must be authorized to do business in the State of Maine.)

In your organizations preceding completed fiscal year, did the organization receive:
(1) 80 percent or more of its annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; AND
(2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements? Yes No

Does the public have access to information about the compensation of the executives in the organization through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (18 U.S.C. 78m(a), 78o(d) or section 6104 of the Internal Revenue Code of 1986? Yes No

NOTE: All bids must bear the handwritten signature of a duly authorized member or employee of the organization making the bid. **This sheet must be signed and returned with the application package.**

This page contains a detailed description of the Parcel ID you selected.

New Search!

Current Owner Information:

CBL	078 C002001
Land Use Type	GOVERNMENTAL
Verify legal use with Inspections Division	
Property Location	43 DOUGLASS ST
Owner Information	CITY OF PORTLAND 389 CONGRESS ST PORTLAND ME 04101
Book and Page	
Legal Description	78-C-2 DOUGLASS ST 43-53 REAR PROPOSED ST 17340SF
Rental Registration	No
Acres	0.3981

Current Assessed Valuation:

TAX ACCT NO.	10005	OWNER OF RECORD AS OF APRIL 2019
LAND VALUE	\$49,000.00	CITY OF PORTLAND
BUILDING VALUE	\$0.00	389 CONGRESS ST
MUNICIPAL TYPE	(\$49,000.00)	PORTLAND ME 04101
NET TAXABLE - REAL ESTATE	\$0.00	
TAX AMOUNT	\$0.00	

Any information concerning tax payments should be directed to the Treasury office at 874-8490 or [e-mailed](#).

This page contains a detailed description of the Parcel ID you selected.

New Search!

Current Owner Information:

CBL	078 B007001
Land Use Type	GOVERNMENTAL
Verify legal use with Inspections Division	
Property Location	91 DOUGLASS ST
Owner Information	CITY OF PORTLAND 389 CONGRESS ST PORTLAND ME 04101
Book and Page	
Legal Description	78-B-7 DOUGLASS ST 91-105 195648 SF
Rental Registration	No
Acres	4.4915

Current Assessed Valuation:

TAX ACCT NO.	10005	OWNER OF RECORD AS OF APRIL 2019
LAND VALUE	\$489,100.00	CITY OF PORTLAND
BUILDING VALUE	\$0.00	389 CONGRESS ST
MUNICIPAL TYPE	(\$489,100.00)	PORTLAND ME 04101
NET TAXABLE - REAL ESTATE	\$0.00	
TAX AMOUNT	\$0.00	

Any information concerning tax payments should be directed to the Treasury office at 874-8490 or [e-mailed](#).



DRAFT Phase II
Environmental Site
Assessment
Report

Former West School
43 and 91 Douglass Street
Portland, Maine

EXECUTIVE SUMMARY

Woodard & Curran was retained by the Greater Portland Council of Governments (GPCOG) to conduct a Phase II Environmental Site Assessment (ESA) of the property at the Former West School Site located at 43 and 91 Douglass Street in Portland, Maine (the "Site"). The purpose of this Phase II ESA was to evaluate current environmental conditions at the Site so they may be considered during a potential residential redevelopment effort.

The Site consists of two parcels currently owned by the City of Portland (078 C002 and 078 B007), totaling 4.89 acres. The Site consisted of salt marshes and wetlands until sometime prior to 1866. In 1866, the Site was first developed as a brick yard and was used in this manner until the early 1900s. The Site was then reportedly used as a municipal dump by the City of Portland through the 1950s.

Woodard & Curran developed a Phase II ESA work plan based on previous assessments and investigations completed at the Site. The work plan included a Conceptual Site Model detailing potential migration pathways and exposure routes for the following potential contaminant sources:

- Potentially impacted soil as a result of the presence of urban fill and the former use of the Site as a municipal dump may be encountered by construction workers during redevelopment and by current and future users of the Site. In addition, special soil disposal restrictions may be required.
- Groundwater that may have been impacted by former waste disposal and petroleum use at the Site and may be encountered by construction workers during redevelopment of the Site.
- Near-surface soil vapor that may have been impacted by former waste disposal and petroleum use at the Site and may be encountered by future residents after Site redevelopment.

The Phase II ESA included a geophysical survey and a program of soil borings, test pits, monitoring wells, and soil vapor points. Based on the findings of the Phase II ESA, Woodard & Curran developed the following conclusions:

- Geophysical Survey
 - A geophysical survey using ground penetrating radar (GPR) and electromagnetic locating detected anomalous readings, potentially indicative of waste materials, throughout the Site, with the exception of in the vicinity of the former West School and in the northern portions of the Site. GPR anomalies were generally detected within the approximate suspected former dumping area; however, anomalies were also observed beyond the approximate suspected former dumping area boundary to the northeast.
- Soil
 - In general, subsurface materials encountered were primarily composed of urban fill consisting of brown to black, fine to coarse sand with varying amounts of silt, gravel, and clay, as well as the presence of varying amounts of brick, wood, coal, ash, glass, and cement. Clay was observed below the urban fill.
 - In three of the four test pits, waste materials beginning at the 6 to 8-foot depth interval contained materials including wire, metal, fabric, glass, plastic, and pottery. This interval consisted predominantly of waste materials intermingled with a small amount of fill. Test pits terminated at 8 feet bgs. In the area of the former school, demolition debris was observed from 0 to 6 feet bgs and consisted of concrete blocks, bricks, metal flashing, and pieces of foundation and glass.
 - Lead was the only compound detected in the test pit samples (2 to 8 feet bgs) that exceeded the construction worker Remedial Action Guidelines (RAGs). Lead was detected in sample Test Pit 2 at an estimated concentration of 620 mg/kg, which exceeded the construction worker RAG of 450 mg/kg. Note that the lead result from Test Pit 1 (81 J mg/kg) was significantly lower than Test Pit 2, indicating a high degree of variability and heterogeneity in the soil matrix at the Site. No special disposal restrictions were

identified based on the analysis of the test pit samples, and excess soil generated during Site redevelopment is likely to be acceptable for disposal at Waste Management's Crossroads Landfill located in Norridgewock, Maine, or a similar Maine Department of Environmental Protection (DEP)-licensed receiving facility. Alternatively, following an evaluation of suitability, soil that has been characterized during this Phase II ESA may be acceptable for reuse at an appropriate offsite location.

- For the shallow soil samples, benzo(a)pyrene was detected in sample B-2 at a concentration of 8.7 mg/kg, which exceeded the resident and park user RAGs of 1.6 mg/kg and 4.5 mg/kg, respectively, but was below the construction worker RAG of 9.9 mg/kg. Lead was detected in sample B-1 (duplicate) at a concentration of 190 mg/kg, which exceeded the resident RAG of 140 mg/kg, but was below the park user and construction worker RAGs. Lead was detected in sample B-2 at a concentration of 780 mg/kg, which exceeded the resident, park user, and construction worker RAGs.
- Detected lead results in shallow soil ranged from 47 mg/kg to 780 mg/kg. Similar to lead results detected in the test pit samples, this range in lead results indicates a high degree of variability and heterogeneity in the soil matrix at the Site.
- None of the toxicity characterization leaching potential (TCLP) lead results exceeded the TCLP limit of 5 mg/L in shallow soil samples, and therefore no soil that would be classified as a hazardous waste has been identified at the Site.
- Groundwater
 - Chloromethane and barium were detected in at least one of the groundwater samples, at concentrations below the respective construction worker RAGs. There are no current (2016) Portland Water District POTW discharge limits for volatile organic compounds (VOCs) or barium.
- Soil Vapor
 - Several VOCs were detected in the soil vapor samples collected from the Site; however, none of the detected concentrations exceeded the respective residential vapor intrusion screening levels (VISLs).

Based on these conclusions, Woodard & Curran recommends the following actions, assuming future residential use under the proposed redevelopment scenario:

1. Though not required, consider submitting an application for participation in the Maine DEP Voluntary Response Action Program (VRAP) program prior to the initiation of redevelopment activities. VRAP participation can provide additional levels of assurance to developers, lenders, and other project partners as the redevelopment proceeds.
2. Prior to the initiation of redevelopment activities, a Soil Management Plan (SMP) that describes proper management and disposal options for soil that may be disturbed during construction should be developed and implemented. The SMP would also include risk reduction measures that are considered best practices for construction workers during redevelopment activities.
3. Construction-derived soil originating from the Site should be managed onsite in accordance with the SMP and reused during redevelopment to the greatest extent possible in order to minimize construction costs. However, if all non-hazardous soil generated during redevelopment cannot be reused onsite, it is likely that this excess material may be transported offsite for reuse or disposal at a Maine DEP permitted solid waste landfill (e.g., WM's Crossroads Landfill), a Maine DEP licensed commercial processing facility, or could be beneficially reused following appropriate Maine DEP permitting and/or an evaluation of suitability by an Environmental Professional. The evaluation of suitability should, at a minimum, include the assessment of environmental conditions at the receiving location relative to Site conditions and the intended future use of the receiving

location in order to properly manage potential human health and environmental risk. Any such evaluation of suitability should be reviewed and approved by Maine DEP (i.e., by participation in the VRAP program).

4. Woodard & Curran recommends that the redevelopment design incorporate risk reduction measures to minimize direct contact with existing urban fill during the future residential use of the Site. Example approaches, which may be detailed in the SMP, include but are not limited to covering existing soil with asphalt pavement or other impervious materials, a high visibility demarcation layer overlain by 12 inches or greater of clean imported materials and landscaping, 24 inches or greater of clean imported materials (no underlying demarcation layer required if 24 inches of clean materials are used), or permanent building foundations.

Appropriate risk reduction measure maintenance procedures may be described in a long-term Environmental Management Plan (EMP), which should be developed and implemented at the Site following the completion of redevelopment activities.

5. Although soil vapor sample results did not exceed residential vapor screening levels, and concentrations in groundwater are not expected to result in indoor air concentrations that exceed the RAGs, a passive sub-slab ventilation system and/or vapor barrier may be installed during the construction of the proposed building as a low-cost voluntary potential risk reduction measure at the discretion of the developer.