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Planning and Urban Development Department
Penny St. Louis, Director

Planning Division
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JUNE 9, 2011

PATRICK CARROLL
CARROLL ASSOCIATES
217 Commercial Street, #200
Portland, ME 04101

PETER WELLIN
FISH HOUSE REALTY, LLC
PO BOX 15400
PORTLAND, ME 04112

RE: Review Comments for Final Plan

| | | | |
|---------------|------------------------|-------------|-----------|
| Project Name: | CONDOMINIUM CONVERSION | Project ID: | 2011-258 |
| Address: | 130 EASTERN PROMENADE | CBL: | 003-C-001 |
| Applicant: | FISH HOUSE REALTY, LLC | | |
| Planner: | SHUKRIA WIAR | | |

Dear Mr. Carroll:

Thank you for submitting an application for renovations and conversion of the existing three-story structure from eleven (11) apartments to a three-unit condominium at 130 Eastern Promenade. This proposal is being reviewed as a preliminary plan for administrative review and subject to the Site Plan Ordinance, Article V, of the Land Use Code.

The Department has the following Preliminary Staff Review comments. Since these are preliminary comments we reserve the right for further comments during final review.

A. Zoning

Marge Schmuckal, Zoning Administrator, review is pending. Comments will be forwarded at a later date.

B. Planning

1. Per 14-526 (3) (a), all development must demonstrate that the proposed site improvements are designed to minimize the amount of stormwater leaving the site. This must include consideration of the design and location of improvements to minimize the total area of impervious surface on the site and stormwater management techniques to minimize both the volume and rate of runoff from the lot. The stormwater management plan must demonstrate the four requirements (please refer to the stand for more details).
2. Retaining walls over four feet will need to have engineered details on the site plan.
3. Provide more information on the proposed fence, i.e. color, material, typical, etc.
4. Please submit utilities approved capacity letters.
5. For the Final Application, please submit financial capacity letter. The applicant will be financing this project using private funds; we will still need a letter from their bank that they have the sufficient funds to cover the cost of the project.

6. Submit photometric plans for review. We will need the catalog cuts for all proposed fixtures.
7. The site plan shows two up-lights at the entrance of the building on Eastern Promenade, up-lighting is prohibited, please refer to 14-526 (d) (6) (b):
Up-lighting by any method is prohibited except for public buildings and parklands, clock towers and steeples, landscape features, designated historic landmarks, flags of state, federal or national jurisdictions, and public art. Such light fixtures, brackets, conduits and all other components shall be designed by a lighting professional and shall be scaled and placed to minimize their visibility and installed in accordance with the standards contained in Section 12 of the Technical Manual.
8. Show bike and motorcycle parking on the site plans.
9. Noise levels for the mechanical equipment to be submitted for review.
10. Any proposed signage will need separate permits.
11. The responses to the R-6 Design Standards are not included in the application submittal. Please submit for review.
12. The cover letter refers to photos of the site, but is not included in the application.

C. Engineering

David Margolis-Pineo, Deputy Engineer, review is pending. Comments will be forwarded at a later date.

D. Stormwater

1. The cover letter references Site Location of Development (SLOD) review under the City's The final site plans will need to be stamped by a professional engineer licensed to practice in the State of Maine (Section 14-527, sub-section (d) of the City of Portland Land Use Ordinance)
2. In accordance with Section 5 of the City of Portland Technical Manual, Level II Site Plans are required to submit a stormwater management plan pursuant to Maine Department of Environmental Protection Chapter 500 Stormwater Management Rules addressing the Basic, General, and Flooding Standards:
 - a. Basic Standards: The submittal package does not address erosion and sediment controls, maintenance and inspection plans, and housekeeping measures required under the Basic Standards
 - b. General Standards: The submittal package does not address stormwater quality measures required under the General Standards. Because of the nature of the site, it may be challenging to manage stormwater generated solely from new impervious surfaces. If the applicant is not able to manage stormwater generated from new impervious surfaces, we recommend evaluating the use of landscaped areas for bio-retention or potentially storage/reuse of roof water with rain barrels to manage an equivalent impervious surface area in lieu of direct treatment of new impervious areas, or the applicant may propose other stormwater management options for consideration.
 - c. Flooding Standard: The applicant has included a Stormwater Management Report prepared by Blais Civil Engineers. The Stormwater Management Report indicates an increase in peak flow rate from the proposed site in the 2, 10 and 25 year storm events. If the applicant proposes to increase peak flow rate from the site, they will need to request a waiver from the flooding standard. This waiver will be evaluated by Department of Public Services, as runoff generated from the site will enter City Streets and the City's combined sewer infrastructure.
3. The HydroCAD model uses incorrect rainfall amounts for the 2, 10, and 25-year, 24 hour storm events. Refer to the MaineDEP Stormwater Best Practices Manual, Volume III, Chapter 2 – Hydrology, Table 2-1.
4. A new 4" water service for fire suppression is proposed within the City ROW. The applicant should include a typical pipe trench detail and pavement repair detail for work within the City Street in accordance with PWD and City Standard Details.

E. Traffic

1. The applicant should submit documentation that supports the needs for a 30-foot wide. The driveway width is proposed to be 12-foot wide and meets City standards.
2. Acceptable sight distances will be provided from the proposed driveway.
3. Adequate driveway separation will be provided.
4. The use of compact parking spaces for the proposed lot does not meet City standards. The applicant should formally request a waiver. I support use of compact spaces.
5. The standard parking spaces proposed for the site do not meet City standards. The spaces are proposed to be 8'x20'. The applicant should formally request a waiver and note why the standard can't be met.
6. The proposed parking circulation aisle width does not meet City standards. The applicant should formally request a waiver.
7. Access into and out of the parking space near the trash enclosure will be very difficult. The applicant should provide information that the noted space is reasonably accessible.
8. The applicant should provide information noting how vehicles will circulate from parking spaces. Is it the intent that vehicles will back onto Wilson Street?

F. City Arborist

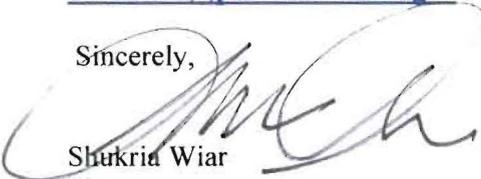
Jeff Tarling, City Arborist, review is pending. Comments will be forwarded at a later date.

G. Fire Department

Capt. Keith Gautreau has reviewed the site plan and is satisfied with the project as proposed.

The Planning Authority may request additional information during the continued review of the proposal according to applicable laws, ordinances and regulations. Upon receipt of the revised material, the City of Portland will review the additional plans and information for conformance with applicable ordinances. If you have any questions, feel free to contact me at 756-8083 or by email at shukriaw@portlandmaine.gov

Sincerely,


Shukria Wiar
Planner

Electronic Distribution:

Barbara Barhydt, Development Review Services Manager
Danielle West-Chuhta, Associate Corporation Counsel
Marge Schmuckal, Zoning Administrator
David Margolis-Pineo, Deputy City Engineer
Capt. Keith Gautreau, Fire Department
Jeff Tarling, City Arborist
Tom Errico, T.Y.Lin International
David Senus, Woodard & Curran