

Jeff Levine, AICP, Director Planning & Urban Development Department

# Electronic Signature and Fee Payment Confirmation

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

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

reviewed un	signed, intend and acknowledge that no Site Plan or Hi til payment of appropriate application fees are <i>paid in</i> ine by method noted below:					
	Within 24-48 hours, once my complete application and corresponding paperwork has been electronically delivered, I intend to <b>call the Inspections Office</b> at 207-874-8703 and speak to an administrative representative and provide a credit/debit card over the phone.					
	Within 24-48 hours, once my application and correspondelivered, I intend to call the Inspections Office administrative representative and provide a credit/debit	ce at 207-874-8703 and speak to an				
	I intend to deliver a payment method through the U.S. paperwork has been electronically delivered.	Postal Service mail once my application				
Applica	ant Signature.	6/19/14 Date:				
I have p	provided digital copies and sent them on:	Date:				
NOTE:	All electronic paperwork must be delivered to build by physical means i.e. a thumb drive or CD to the Room 315.	dinginspections@portlandmaine.gov or Inspections Office, City Hall, 3 <sup>rd</sup> Floor,				

389 Congress Street \* Portland Maine 04101-3509 \* Phone: (207) 874-8703 \* Fax: (207) 874-8716 http://www.portlandmaine.gov/planning/buildinsp.asp \* E-Mail: buildinginspections@portlandmaine.gov



# Level II – Preliminary and Final Site Plans Development Review Application Portland, Maine

Planning and Urban Development Department
Planning Division

Portland's Planning and Urban Development Department coordinates the development review process for site plan, subdivision and other applications under the City's Land Use Code. Attached is the application form for a Level II: Preliminary or Final Site Plan. Please note that Portland has delegated review from the State of Maine for reviews under the Site Location of Development Act, Chapter 500 Stormwater Permits, and Traffic Movement Permits.

#### Level II: Site Plan Development includes:

- New construction of structures with a total floor area of less than 10,000 sq. ft. in all zones, except in Industrial Zones.
- New construction of structures with a total floor area of less than 20,000 sq. ft. in Industrial Zones.
- Any new temporary or permanent parking area, paving of an existing unpaved surface parking area in excess of 7,500 sq. ft. and serving less than 75 vehicles, or creation of other impervious surface area greater than 7,500 sq. ft.
- Building addition(s) with a total floor area of less than 10,000 sq. ft. (cumulatively within a 3 year period) in any zone, except in Industrial Zones.
- Building addition(s) with a total floor area of less than 20,000 sq. ft. in Industrial Zones.
- Park improvements: New structures or buildings with a total floor area of less than 10,000 sq. ft., facilities encompassing an area of greater than 7,500 sq. ft. and less than 20,000 sq. ft. (excludes rehabilitation or replacement of existing facilities).
- New construction of piers, docks, wharves, bridges, retaining walls, and other structures within the Shoreland Zone.
- Land disturbance between 1 and 3 acres that are stripped, graded, grubbed, filled or excavated.
- A change in the use of a total floor area between 10,000 and 20,000 sq. ft. in any existing building (cumulatively within a 3 year period).
- Lodging house, bed and breakfast facility, emergency shelter or special needs independent living unit.
- Signage subject to approval pursuant to Section 14-526 (d) 8.a. of the Land Use Code.
- Any new major or minor auto service station with less than 10,000 sq. ft. of building area in any permitted zone other than the B-2 or B-5 zones.
- The creation of day care or home babysitting facilities to serve more than 12 children in a residential zone (not permitted as a home occupation under section 14-410) in any principal structure that has not been used as a residence within the 5 years preceding the application.
- Any drive-through facility that is not otherwise reviewed as a conditional use under Article III.

Portland's development review process and requirements are outlined in the Land Use Code (Chapter 14) which is available on our website:

Land Use Code: http://me-portland.civicplus.com/DocumentCenter/Home/View/1080

Design Manual: <a href="http://me-portland.civicplus.com/DocumentCenter/View/2355">http://me-portland.civicplus.com/DocumentCenter/View/2355</a>
Technical Manual: <a href="http://me-portland.civicplus.com/DocumentCenter/View/2356">http://me-portland.civicplus.com/DocumentCenter/View/2356</a>

Planning Division Fourth Floor, City Hall 389 Congress Street (207) 874-8719 Office Hours
Monday thru Friday
8:00 a.m. – 4:30 p.m.

PROJECT NAME: 122 ANDORSON STREET/Change of USE

PROPOSED DEVELOPMENT ADDRESS:

122 ANDORSON STREET & O COVE STREET

PROJECT DESCRIPTION:

No use established. Change of use to intermodal

Transportation.

CHART/BLOCK/LOT: 122 Andorson 10/H/5 18/N/1 PRELIMINARY PLAN

O Cove 10/H/8

FINAL PLAN

(date)

#### **CONTACT INFORMATION:**

Applicant – must be owner, Lessee or Buyer	Applicant Contact Information
Name: Douglas Cavante  Business Name, if applicable: Anderson Street  Realty, LLC	E-mail: Doug @ Cardente. com Home #: Work #: (207) 775-5677
322 Fore Street, 3rd Floor City/State: Portland, ME Zip Code: 04/0/	Cell #: (207) 233-122 Fax#: (207) 773-0066
Owner – (if different from Applicant)	Owner Contact Information
Name:	E-mail:
Address:	Home #:
City/State : Zip Code:	Work #:
	Cell #: Fax#:
Agent/ Representative	Agent/Representative Contact information
Name: Michael Carlonte	E-mail: Mike @ Carlonte. Com
Address: 322 Fave Street, 316 Floor	Home #:
City/State : Zip Code:	Work #: (207) 775-7363
Portland, ME	Cell #(207) 233-72 EDX#: (207) 775-0066
Billing Information	Billing Information
Name: Audroon Street Realty, LLC	E-mail: Davg @ Cow & onte. com
Address: 322 Fore Street, 31% Flour	Home #:
City/State : Zip Code:	Work#: (207) 775-5677
Portland, ME 04101	Cell#: (207)=53-1829Fax#: (207-) 773-0066

Engineer	Engineer Contact Information			
Name:	E-mail:			
Address: W/A	Home #:			
City/State : Zip Code:	Work #:			
	Cell #: Fax#:			
Surveyor Back Bay Boundary, Inc.	Surveyor Contact Information			
Name: Robert Greenlaw	E-mail:			
Address: 643 Forest Avenue	Home #: 774-2855			
City/State: Portand, ME Zip Code: 04101	Work #:			
·	Cell#: Fax#: 347-4546			
Architect	Architect Contact Information			
Name:	E-mail:			
Address: N/A	Home #: N/A			
City/State : Zip Code:	Work #:			
	Cell #: Fax#:			
Attorney	Attorney Contact Information			
Name: Eric Stauffer/Preti Flaherty	E-mail: estauffer@Pref:.Com			
Address: one City Center P.O. Bex 9546	Home #:			
City/State: Portland, ME Zip Code: 04112-9546	Work#: <b>7-91-3205</b>			
	Cell#: Fax#: 791-3111			

APPLICATION FEES:
Check all reviews that apply, (Payment ma

#### **APPLICATION SUBMISSION:**

- All site plans and written application materials must be submitted electronically on a CD or thumb drive with each plan submitted as separate files, with individual file which can be found on the Electronic Plan and Document Submittal page of the City's website at <a href="http://me-portland.civicplus.com/764/Electronic-Plan-and-Document-Submittal">http://me-portland.civicplus.com/764/Electronic-Plan-and-Document-Submittal</a>
- 2. In addition, one (1) paper set of the plans (full size), one (1) paper set of plans (11 x 17), paper copy of written materials, and the application fee must be submitted to the Building Inspections Office to start the review process.

The application must be complete, including but not limited to the contact information, project data, application checklists, wastewater capacity, plan for fire department review, and applicant signature. The submissions shall include one (1) paper packet with folded plans containing the following materials:

- 1. One (1) full size site plans that must be folded.
- 2. One (1) copy of all written materials or as follows, unless otherwise noted:
  - Application form that is completed and signed.
  - b. Cover letter stating the nature of the project.
  - c. All Written Submittals (Sec. 14-527 (c), including evidence of right, title and interest.
- A stamped standard boundary survey prepared by a registered land surveyor at a scale not less than one inch to 50 feet.
- 4. Plans and maps based upon the boundary survey and containing the information found in the attached sample plan checklist.
- 5. One (1) set of plans reduced to 11 x 17.

Please refer to the application checklist (attached) for a detailed list of submission requirements.

#### **APPLICANT SIGNATURE:**

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

This application is for a Level II Site Plan review. It is not a permit to begin construction. An approved site plan, a Performance Guarantee, Inspection Fee, Building Permit, and associated fees will be required prior to construction. Other Federal, State or local permits may be required prior to construction, which are the responsibility of the applicant to obtain.

Signature of Applicant:	Date:
100///	
	6/19/14
// / / / / / / / / / / / / / / / / / /	9/11/

# **PROJECT DATA**

The following information is required where applicable, in order to complete the application.

Total Area of Site	Total Ave & 117,523 59 ft Aplicable 51,997 sq. ft.
Proposed Total Disturbed Area of the Site	NA NO Construction ft.
<u></u>	applicant shall apply for a Maine Construction General Permit
(MCGP) with DEP and a Stormwater Management Permit, Cha	
Per Storm wat	
Impervious Surface Area	Total Site
Impervious Area (Total Existing)	95,024 sq. ft.
Impervious Area (Total Proposed)	No Change sq. ft.
Building Ground Floor Area and Total Floor Area	
Building Footprint (Total Existing)	Vacant Lot Osq. ft.
Building Footprint (Total Proposed)	None sq. ft.
Building Floor Area (Total Existing)	Nove sq. ft.
Building Floor Area (Total Proposed)	None sq. ft.
namental and the second	
Zoning	
Existing	1268
Proposed, if applicable	JUB
Land Use	
Existing	Not Established
Proposed	Intermodal Transportation
Residential, If applicable	
# of Residential Units (Total Existing)	NA
# of Residential Units (Total Proposed)	N/A
# of Lots (Total Proposed)	WA
# of Affordable Housing Units (Total Proposed)	N/A
Proposed Bedroom Mix	
# of Efficiency Units (Total Proposed)	
# of One-Bedroom Units (Total Proposed)	- WA
# of Two-Bedroom Units (Total Proposed)	<u> </u>
# of Three-Bedroom Units (Total Proposed)	- WA
Barbles Conses	
Parking Spaces /Total Sulpting)	
# of Parking Spaces (Total Existing)	Open Lot
# of Parking Spaces (Total Proposed)	No Change
# of Handicapped Spaces (Total Proposed)	- WA -
Bicycle Parking Spaces	
# of Bicycle Spaces (Total Existing)	ŊA
# of Bicycle Spaces (Total Existing) # of Bicycle Spaces (Total Proposed)	N/A
# of bicycle spaces (Total Flopused)	
Estimated Cost of Project	\$0
Estimated Cost of Project	

US 100 100 100 100 100 100 100 100 100 10		PRELIMI	NARY PLAN (Optional) - Level II Site Plan			
Applicant	Planner	# of				
Checklist	Checklist	Copies	GENERAL WRITTEN SUBMISSIONS CHECKLIST			
<b>V</b> .		1	Completed Application form			
$\checkmark$		1	Application fees			
		1	Written description of project			
		1	Evidence of right, title and interest			
		1	Evidence of state and/or federal approvals, if applicable			
	The second distriction of the second distric	1	Written assessment of proposed project's compliance with applicable zoning requirements			
		1	Summary of existing and/or proposed easement, covenants, public or private rights-of-way, or other burdens on the site			
	***************************************	1	Written requests for waivers from site plan or technical standards, if applicable.			
✓		1	Evidence of financial and technical capacity			
<b>V</b>		1	Traffic Analysis (may be preliminary, in nature, during the preliminary plan phase)			
Applicant Checklist	Planner Checklist	# of Copies	SITE PLAN SUBMISSIONS CHECKLIST			
		1	Boundary Survey meeting the requirements of Section 13 of the City of Portland's Technical Manual			
		1	Preliminary Site Plan including the following: (information provided may be preliminary in nature during preliminary plan phase)			
		Proposed grading and contours;				
		Existing structures with distances from property line;				
		Proposed site layout and dimensions for all proposed structures (including piers, docks or wharves in Shoreland Zone), paved areas, and pedestrian and vehicle access ways;				
		Preliminary design of proposed stormwater management system in accordance with Section 5 of the Technical Manual (note that Portland has a separate applicability section);				
		Preliminary infrastructure improvements;				
		Preliminary Landscape Plan in accordance with Section 4 of the Technical Manual;				
		Location of significant natural features (including wetlands, ponds, watercourses, floodplains, significant wildlife habitats and fisheries or other important natural features) located on the site as defined in Section 14-526 (b) (1);				
		Proposed buffers and preservation measures for significant natural features, as defined in Section 14-526 (b) (1);				
		Location, dimensions and ownership of easements, public or private rights of way, both existing and proposed;				
		Exterior bu	uilding elevations.			

	·		FINAL PLAN - Level II Site Plan
A !:	Diamen		GENERAL WRITTEN SUBMISSIONS CHECKLIST
Applicant Checklist	Planner Checklist	# of Copies	(* If applicant chooses to submit a Preliminary Plan, then the * items were submitted for that phase and only updates are required)
CHECKISE	CHECKIST	1	* Completed Application form
		1	
		<del>                                     </del>	* Application fees
		1	* Written description of project
·		1 1	* Evidence of right, title and interest
		11	* Evidence of state and/or federal permits
		1	* Written assessment of proposed project's specific compliance with applicable Zoning requirements
			* Summary of existing and/or proposed easements, covenants, public or
**************************************		1	private rights-of-way, or other burdens on the site
		1	* Evidence of financial and technical capacity
ann an ann ann an ann air ior in an Iori (an an Iori an an ann an	and the second state of the second	1	Construction Management Plan
		1	A traffic study and other applicable transportation plans in accordance with Section 1 of the technical Manual, where applicable.
		1	Written summary of significant natural features located on the site (Section 14-526 (b) (a))
Manada Zilania Milana Anno Anno Anno Anno Anno Anno Anno A	-	1	Stormwater management plan and stormwater calculations, including description of project, hydrology and impervious area.
·	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	1	Written summary of project's consistency with related city master plans
·······		1	Evidence of utility capacity to serve
		1	Written summary of solid waste generation and proposed management of solid waste
		1	A code summary referencing NFPA 1 and all Fire Department technical standards
		1	Where applicable, an assessment of the development's consistency with any applicable design standards contained in Section 14-526 and in City of Portland Design Manual
		1	Manufacturer's verification that all proposed HVAC and manufacturing equipment meets applicable state and federal emissions requirements.

Applicant Checklist	Planner Checklist	# of Copies	SITE PLAN SUBMISSIONS CHECKLIST  (* If applicant chooses to submit a Preliminary Plan, then the * items were submitted for that phase and only updates are required)				
· · · · · · · · · · · · · · · · · · ·		1	* Boundary Survey meeting the requirements of Section 13 of the City of Portland's Technical Manual				
		1	Final Site Plans including the following:				
		Existing a	and proposed structures, as applicable, and distance from property line				
		(includin	g location of proposed piers, docks or wharves if in Shoreland Zone);				
		Existing a	and proposed structures on parcels abutting site;				
		All streets and intersections adjacent to the site and any proposed geometric modifications to those streets or intersections;					
		1	Location, dimensions and materials of all existing and proposed driveways, vehicle and pedestrian access ways, and bicycle access ways, with corresponding curb				
			ed construction specifications and cross-sectional drawings for all I driveways, paved areas, sidewalks;				
			and dimensions of all proposed loading areas including turning templates able design delivery vehicles;				
		;	nd proposed public transit infrastructure with applicable dimensions and ing specifications;				
	etti kuunnaillan fainmuukkkonninnis falikulliinnis (saaksai sla	t .	of existing and proposed vehicle and bicycle parking spaces with				
	**************************************		e dimensional and engineering information; of all snow storage areas and/or a snow removal plan;				
		<del></del>					
	***************************************		control plan as detailed in Section 1 of the Technical Manual;				
			buffers and preservation measures for significant natural features,				
	<del></del>	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	plicable, as defined in Section 14-526(b)(1);				
			and proposed alteration to any watercourse;				
			tion of wetlands boundaries prepared by a qualified professional as n Section 8 of the Technical Manual;				
	**************************************		buffers and preservation measures for wetlands;				
			oil conditions and location of test pits and test borings;				
	·····		egetation to be preserved, proposed site landscaping, screening and				
			street trees, as applicable;				
	ed en recipio de la circa di recolona de la circa de l		rater management and drainage plan, in accordance with Section 5 of the				
	2500 des 6.440 es 2440 es 2544 es 2440	Technical	Manual;				
		Grading p	ılan;				
		Ground w	ater protection measures;				
			nd proposed sewer mains and connections;				
			of all existing and proposed fire hydrants and a life safety plan in				
			ce with Section 3 of the Technical Manual;				
			sizing, and directional flows of all existing and proposed utilities within				
		tne proje	ct site and on all abutting streets;				

- Continued on next page -

Location and dimensions of off-premises public or publicly accessible
infrastructure immediately adjacent to the site;
Location and size of all on site solid waste receptacles, including on site storage containers for recyclable materials for any commercial or industrial property;
Plans showing the location, ground floor area, floor plans and grade elevations for all buildings;
A shadow analysis as described in Section 11 of the Technical Manual, if applicable;
A note on the plan identifying the Historic Preservation designation and a copy of the Application for Certificate of Appropriateness, if applicable, as specified in Section Article IX, the Historic Preservation Ordinance;
Location and dimensions of all existing and proposed HVAC and mechanical equipment and all proposed screening, where applicable;
An exterior lighting plan in accordance with Section 12 of the Technical Manual;
A signage plan showing the location, dimensions, height and setback of all existing and proposed signs;
Location, dimensions and ownership of easements, public or private rights of way, both existing and proposed.



# PORTLAND FIRE DEPARTMENT SITE REVIEW FIRE DEPARTMENT CHECKLIST



A separate drawing[s] shall be provided as part of the site plan application for the Portland Fire Department's review.

- 1. Name, address, telephone number of applicant
- 2. Name address, telephone number of architect
- 3. Proposed uses of any structures [NFPA and IBC classification]
- 4. Square footage of all structures [total and per story]
- 5. Elevation of all structures
- 6. Proposed fire protection of all structures
  - As of September 16, 2010 all new construction of one and two family homes are required to be sprinkled in compliance with NFPA 13D. This is required by City Code. (NFPA 101 2009 ed.)
- 7. Hydrant locations
- 8. Water main[s] size and location
- 9. Access to all structures [min. 2 sides]
- 10. A code summary shall be included referencing NFPA 1 and all fire department. Technical standards.

Some structures may require Fire flows using annex H of NFPA 1

## Fire Department Information

Property Address: 122 Anderson Street & 0 Cove Street

**Applicant Information** 

Douglas Cardente Michael Cardente 322 Fore Street 322 Fore Street

Portland, Maine 04101 Portland, Maine 04101

233-1229 233-7229

Architect Information: N/A No building or construction

Proposed Use: Vacant lot that will be used by the Nova Star to store and stage cargo going on and off the ferry. Intermodal Transportation

Square Footage of Building: N/A There is no building.

Existing & Proposed Fire Protection of Structure: N/A

### CITY OF PORTLAND WASTEWATER CAPACITY APPLICATION

Department of Public Services, Mr. Frank J. Brancely, 55 Portland Street, Senior Engineering Technician, Portland, Maine 04101-2991 Phone #: (207) 874-8832, Fax #: (207) 874-8852, Date: 6/19/14 E-mail:fjb@portlandmaine.gov 1. Please, Submit Utility, Site, and Locus Plans. Site Address: 122 ANACCSON Chart Block Lot Number: 10/H/5 12/N/1 **Proposed Use:** Previous Use: Commercial (see part 4 below) Industrial (complete part 5 below) **Existing Sanitary Flows:** GPD **GPD** Governmental **Existing Process Flows:** Residential Description and location of City sewer that is to receive Other (specify) the proposed building sewer lateral. (Clearly, indicate the proposed connections, on the submitted plans) 2. Please, Submit Contact Information. City Planner's Name: \_\_\_\_\_ Owner/Developer Name: Owner/Developer Address: E-mail: Phone: 7-75-7363 **Engineering Consultant Name: Engineering Consultant Address:** E-mail: Phone: Fax: (Note: Consultants and Developers should allow +/- 15 days, for capacity status, prior to Planning Board Review) 3. Please, Submit Domestic Wastewater Design Flow Calculations. **Estimated Domestic Wastewater Flow Generated:** 

(Note: Please submit calculations showing the derivation of your design flows, either on the following page, in the space provided, or attached, as a separate sheet)

Specify the source of design guidelines: (i.e.\_"Handbook of Subsurface Wastewater Disposal in Maine,"
\_\_"Plumbers and Pipe Fitters Calculation Manual," \_\_Portland Water District Records, \_\_Other (specify)

Revised: August, 2013

Peaking Factor/ Peak Times:

4. Please, Submit External Grease Interceptor Calculations.	NA			
Total Drainage Fixture Unit (DFU) Values:		*************************************	**************************************	
Size of External Grease Interceptor:				
Retention Time:				
Peaking Factor/ Peak Times:	**************************************	in Cartes and Salve in Amis Assault I have been been been been been been been be	r Connected Lawring and account of the control of t	
(Note: In determining your restaurant process water flows, and the size of your extendate. Note: In determining the retention time, sixty (60) minutes is the minimum reshowing the derivation of your restaurant process water design flows, and please states of your external grease interceptor, either in the space provided	etention time. Note: Please Ibmit detailed calculations	submit de showing ti	etailed calculations he derivation of the	3
5. Please, Submit Industrial Process Wastewater Flow Calculations Estimated Industrial Process Wastewater Flows Generated:	NIA		GPD	
Do you currently hold Federal or State discharge permits?	describerations with a second section of the second	Yes	No	
Is the process wastewater termed categorical under CFR 40?		Yes	No	
OSHA Standard Industrial Code (SIC):	nttp://www.osha.gov/oshstats/sicser.htm			īĪ
Peaking Factor/Peak Process Times:		······································		~~
(Note: On the submitted plans, please show where the building's domestic sanital commercial process wastewater sewer laterals exits the facility. Also, show when Finally, show the location of the wet wells, control manholes, or other access points	re these building sewer late	rals enter	the city's sewer.	
(Note: Please submit detailed calculations showing the d	erivation of your design flow	vs,		