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December 2, 2013

Jean Fraser
City of Portland
Planning Division
389 Congress Street, 4th Floor
Portland, ME 04101


Re: Munjoy Heights Final Site Plan Application

Dear Jean:

Redfern Munjoy LLC, dba Redfern Properties, is pleased to submit the attached Level III Final Site Plan Application. We believe that this detailed proposal addresses the material questions and concerns as raised by the Planning Division and the Planning Board during our October 22nd and November 26th workshops. Included in this package is our November 19th letter which addressed the material concerns that were outstanding at that time.

Please contact me with any further questions. We look forward to a Public Hearing on December 17th. Thank you.

Sincerely,



Jonathan Culley
Redfern Munjoy LLC

Munjoy Heights

79 Walnut Street

Final Site Plan Application



December 2, 2013

Submitted By:



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Portland, ME 04104
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FINAL PLAN - Level III Site Plan			
Applicant Checklist	Planner Checklist	# of Copies	GENERAL WRITTEN SUBMISSIONS CHECKLIST (* If applicant chooses to submit a Preliminary Plan, then the * items were submitted for that phase and only updates are required)
✓		1	* Completed Application form
✓		1	* Application fees
✓		1	* Written description of project
✓		1	* Evidence of right, title and interest
NIA		1	* Evidence of state and/or federal permits
✓		1	* Written assessment of proposed project's specific compliance with applicable Zoning requirements
✓		1	* Summary of existing and/or proposed easements, covenants, public or private rights-of-way, or other burdens on the site
✓		1	* Evidence of financial and technical capacity
✓		1	Construction Management Plan
✓		1	A traffic study and other applicable transportation plans in accordance with Section 1 of the technical Manual, where applicable.
NIA		1	Written summary of significant natural features located on the site (Section 14-526 (b) (a))
AA		1	Stormwater management plan and stormwater calculations
RSA / RP		1	Written summary of project's consistency with related city master plans
AL		1	Evidence of utility capacity to serve
AL		1	Written summary of solid waste generation and proposed management of solid waste
DRSA		1	A code summary referencing NFPA 1 and all Fire Department technical standards
BSA		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
RSA		1	Manufacturer's verification that all proposed HVAC and manufacturing equipment meets applicable state and federal emissions requirements.

Applicant Checklist	Planner Checklist	# of Copies	SITE PLAN SUBMISSIONS CHECKLIST (* If applicant chooses to submit a Preliminary Plan, then the * items were submitted for that phase and only updates are required)
✓		1	* Boundary Survey meeting the requirements of Section 13 of the City of Portland's Technical Manual
✓		1	Final Site Plans including the following:
✓			Existing and proposed structures, as applicable, and distance from property line (including location of proposed piers, docks or wharves if in Shoreland Zone);
✓			Existing and proposed structures on parcels abutting site;
✓			All streets and intersections adjacent to the site and any proposed geometric modifications to those streets or intersections;
✓			Location, dimensions and materials of all existing and proposed driveways, vehicle and pedestrian access ways, and bicycle access ways, with corresponding curb lines;
✓			Engineered construction specifications and cross-sectional drawings for all proposed driveways, paved areas, sidewalks;
✓			Location and dimensions of all proposed loading areas including turning templates for applicable design delivery vehicles;
✓			Existing and proposed public transit infrastructure with applicable dimensions and engineering specifications;
✓			Location of existing and proposed vehicle and bicycle parking spaces with applicable dimensional and engineering information;
✓			Location of all snow storage areas and/or a snow removal plan;
✓			A traffic control plan as detailed in Section 1 of the Technical Manual;
✓			Proposed buffers and preservation measures for significant natural features, where applicable, as defined in Section 14-526(b)(1);
✓			Location and proposed alteration to any watercourse;
✓			A delineation of wetlands boundaries prepared by a qualified professional as detailed in Section 8 of the Technical Manual;
✓			Proposed buffers and preservation measures for wetlands;
✓			Existing soil conditions and location of test pits and test borings;
✓			Existing vegetation to be preserved, proposed site landscaping, screening and proposed street trees, as applicable;
✓			A stormwater management and drainage plan, in accordance with Section 5 of the Technical Manual;
✓			Grading plan;
✓			Ground water protection measures;
✓			Existing and proposed sewer mains and connections;

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✓	Location of all existing and proposed fire hydrants and a life safety plan in accordance with Section 3 of the Technical Manual;
✓	Location, sizing, and directional flows of all existing and proposed utilities within the project site and on all abutting streets;
✓	Location and dimensions of off-premises public or publicly accessible infrastructure immediately adjacent to the site;
✓	Location and size of all on site solid waste receptacles, including on site storage containers for recyclable materials for any commercial or industrial property;
✓	Plans showing the location, ground floor area, floor plans and grade elevations for all buildings;
NA	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.