

118 on Munjoy Hill  
Portland, Maine  
by  
118 Condominiums, LLC

Site Plan & Subdivision Application

Submitted to  
City of Portland

**118**

ON MUNJOY HILL

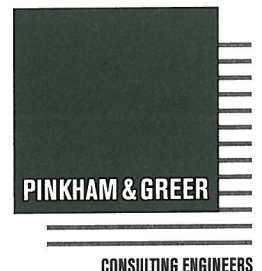


Portland living at its peak.

November 13, 2013

Prepared by

Pinkham & Greer Consulting Engineers  
28 Vannah Avenue  
Portland, Maine 04103  
(207) 781-5242



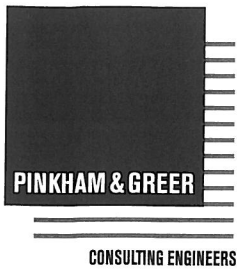
**118 on Munjoy Hill**  
Site Plan & Subdivision Application

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28 Vannah Avenue  
Portland, Maine 04103  
Tel: 207.781.5242  
Fax: 207.781.4245

November 13, 2013  
File: 13143

Ms. Carol Morrissette, Planning Board Chair  
City of Portland  
389 Congress Street, 4th Floor  
Portland, ME 04101

RE: 118 on MUNJOY HILL, SITE PLAN & SUBDIVISION PLAN SUBMITTAL

Dear Carol,

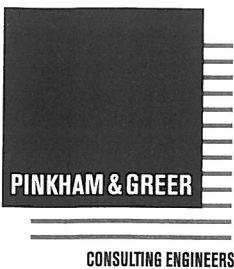
We would like to thank you and the board for your support of the zoning text amendment. The additional height of 5' allows us to bring a first class development to the hill. Attached is our submittal for subdivision and site plan approval of 118 Congress Street.

Our submittal includes the site plans and details, architectural plans, and a lighting plan. To assist the Board in the scale of our project we have included a drawing showing the height of the building relative to the adjacent buildings on Congress Street. Please note, although we are located at the summit of Congress Street, the building is still well below the Portland Observatory.

The exterior of the building includes several different materials. These provide visual interest and put durability in the appropriate locations. The Congress Street facade tells the story of a high quality commercial and residential project.

The indoor parking standards are met with the 18 spaces in the garage area. Access is gained via the secondary street. St. Lawrence Street becomes our vehicle access as well as our utility connection area. We have no impact on the Congress Street side, which has the cobblestone feature.

We are working with our neighbor on St. Lawrence Street to utilize the open lot for construction staging, minimizing the neighborhood disruption. A full construction plan will be submitted with our next application.



Mr. Carol Morrissette  
November 13, 2013  
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File: 13143

We have held one neighborhood meeting for the zone change and look to hold a second on December 4<sup>th</sup>. This will provide us with the opportunity to show our neighbors the full extent of the project.

As this project is in the beginning stages of review, we look forward to meeting with the staff and working out the finer details of the project. Our ultimate goal is to break ground in April.

Thank you again for your support of our project.

Sincerely,

PINKHAM & GREER

A handwritten signature in black ink, appearing to read "Thomas S. Greer". The signature is stylized and cursive. Below the signature, the text "Thomas S. Greer, P.E." is printed in a black, sans-serif font.

Thomas S. Greer, P.E.

Enclosures

cc: Thomas Federle, David Lloyd, Chip Newell, Ed Theriault, File

TSG/rjs

PROJECT NAME: 118 on Munjoy Hill

**PROPOSED DEVELOPMENT ADDRESS:**

118 Congress Street

**PROJECT DESCRIPTION:**

Removal of the existing structure and replace it with 12 residential units and  
1,840.44 S.F. of retail space.

CHART/BLOCK/LOT: 16-D-2

PRELIMINARY PLAN \_\_\_\_\_ (date)

FINAL PLAN \_\_\_\_\_ (date)

**CONTACT INFORMATION:**

<b>Applicant – must be owner, Lessee or Buyer</b> Name: Ed Theriault Business Name, if applicable: EMT, LLC (dba - 118 Condominiums, LLC) Address: 118 Congress Street City/State : Portland, ME Zip Code: 04101	<b>Applicant Contact Information</b> Work # 207.842.6260 Home# Cell # Fax# 207.842.6271 e-mail: etheriault@e-tla.com
<b>Owner – (if different from Applicant)</b> Name: Address: City/State : Zip Code:	<b>Owner Contact Information</b> Work # Home# Cell # Fax# e-mail:
<b>Agent/ Representative Pinkham &amp; Greer</b> Name: Thomas S. Greer, P.E. Address: 28 Vannah Avenue City/State : Portland, ME Zip Code: 04103	<b>Agent/Representative Contact information</b> Work # 207.781.5242 Cell # e-mail: tgreer@pinkhamandgreer.com
<b>Billing Information</b> Name: EMT, LLC Address: 118 Congress Street City/State : Portland, ME Zip Code: 04101	<b>Billing Information</b> Work # 207.842.6260 Cell # Fax# 207.842.6271 e-mail: etheriault@e-tla.com

<b>Engineer</b> Pinkham & Greer Name: Thomas S. Greer, P.E. Address: 28 Vannah Avenue City/State : Portland, ME Zip Code: 04103	<b>Engineer Contact Information</b> Work # 207.781.5242 Cell # Fax# 207.781.4245 e-mail: tgreer@pinkhamandgreer.com
<b>Surveyor</b> Owen Haskell, Inc. Name: Address: 390 US Route One #10 City/State : Falmouth, ME Zip Code: 04105	<b>Surveyor Contact Information</b> Work # 207.774.0424 Cell # Fax# 207.774.0511 e-mail:
<b>Architect</b> Archetype Architects Name: David Lloyd Address: 48 Union Wharf City/State : Portland, ME Zip Code: 04101	<b>Architect Contact Information</b> Work # 207.772.6022 Cell # Fax# 207.772.4056 e-mail: lloyd@archetypepa.com
<b>Attorney</b> Drummond & Drummond, LLP Name: Nathaniel R. Huckel-Bauer, Esq. Address: One Monument Way City/State : Portland, ME Zip Code: 04101	<b>Attorney Contact Information</b> Work # 207.774.0317 Cell # Fax# 207.761.4690 e-mail: flima@ddlaw.com

**APPLICATION FEES:**

**Check all reviews that apply. (Payment may be made by Cash or Check payable to the City of Portland.)**

<b>Level III Development (check applicable reviews)</b> <input checked="" type="checkbox"/> Less than 50,000 sq. ft. (\$500.00) <input type="checkbox"/> 50,000 - 100,000 sq. ft. (\$1,000) <input type="checkbox"/> 100,000 – 200,000 sq. ft. (\$2,000) <input type="checkbox"/> 200,000 – 300,000 sq. ft. (\$3,000) <input type="checkbox"/> over \$300,00 sq. ft. (\$5,000) <input type="checkbox"/> Parking lots over 11 spaces (\$1,000) <input type="checkbox"/> After-the-fact Review (\$1,000.00 plus applicable application fee)  <b>Plan Amendments (check applicable reviews)</b> <input type="checkbox"/> Planning Staff Review (\$250) <input type="checkbox"/> Planning Board Review (\$500)  The City invoices separately for the following: <ul style="list-style-type: none"> <li>• Notices (\$.75 each)</li> <li>• Legal Ad (% of total Ad)</li> <li>• Planning Review (\$40.00 hour)</li> <li>• Legal Review (\$75.00 hour)</li> </ul> Third party review fees are assessed separately. Any outside reviews or analysis requested from the Applicant as part of the development review, are the responsibility of the Applicant and are separate from any application or invoice fees.	<b>Other Reviews (check applicable reviews)</b> <input type="checkbox"/> Traffic Movement (\$1,000) <input type="checkbox"/> Stormwater Quality (\$250) <input checked="" type="checkbox"/> Subdivisions (\$500 + \$25/lot) # of Lots <u>14</u> x \$25/lot = <u>\$350.00</u> <input type="checkbox"/> Site Location (\$3,000, except for residential projects which shall be \$200/lot) # of Lots <u>    </u> x \$200/lot = <u>    </u> <input type="checkbox"/> Other _____ <input type="checkbox"/> Change of Use <input type="checkbox"/> Flood Plain <input type="checkbox"/> Shoreland <input type="checkbox"/> Design Review <input type="checkbox"/> Housing Replacement <input type="checkbox"/> Historic Preservation
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**APPLICATION SUBMISSION:**

1. All site plans and written application materials must be submitted electronically on a CD or DVD with each plan submitted as separate files, with individual file names (see submittal requirements document attached).
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 Planning Division 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:
  - a. Application form that is completed and signed.
  - b. Cover letter stating the nature of the project.
  - c. All Written Submittals (Sec. 14-525 2. (c), including evidence of right, title and interest.
3. 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.

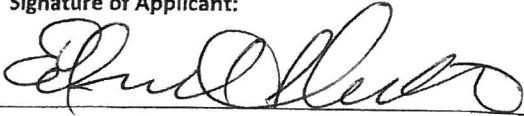
**Refer to the application checklist for a detailed list of submission requirements.**

Portland's development review process and requirements are outlined in the Land Use Code (Chapter 14), which includes the Subdivision Ordinance (Section 14-491) and the Site Plan Ordinance (Section 14-521). Portland's Land Use Code is on the City's web site <http://www.portlandmaine.gov/citycode/chapter014.pdf>

**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: 4/12/13
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## PROJECT DATA

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

<b>Total Area of Site</b>	10,728 sq. ft.
<b>Proposed Total Disturbed Area of the Site</b>	10,728 sq. ft.
If the proposed disturbance is greater than one acre, then the applicant shall apply for a Maine Construction General Permit (MCGP) with DEP and a Stormwater Management Permit, Chapter 500, with the City of Portland	
<b>Impervious Surface Area</b>	
Impervious Area (Total Existing)	9,131 sq. ft.
Impervious Area (Total Proposed)	9,514 sq. ft.
<b>Building Ground Floor Area and Total Floor Area</b>	
Building Footprint (Total Existing)	2,644 sq. ft.
Building Footprint (Total Proposed)	9,122 sq. ft.
Building Floor Area (Total Existing)	2,644 sq. ft.
Building Floor Area (Total Proposed)	36,131 sq. ft.
<b>Zoning</b>	
Existing	B-1
Proposed, if applicable	B-1 with revised height
<b>Land Use</b>	
Existing	Commercial
Proposed	Residential/Commercial
<b>Residential, If applicable</b>	
# of Residential Units (Total Existing)	0
# of Residential Units (Total Proposed)	12
# of Lots (Total Proposed)	1
# of Affordable Housing Units (Total Proposed)	0
<b>Proposed Bedroom Mix</b>	
# of Efficiency Units (Total Proposed)	0
# of One-Bedroom Units (Total Proposed)	0
# of Two-Bedroom Units (Total Proposed)	6
# of Three-Bedroom Units (Total Proposed)	6
<b>Parking Spaces</b>	
# of Parking Spaces (Total Existing)	14
# of Parking Spaces (Total Proposed)	22
# of Handicapped Spaces (Total Proposed)	0
<b>Bicycle Parking Spaces</b>	
# of Bicycle Spaces (Total Existing)	0
# of Bicycle Spaces (Total Proposed)	4 outside, 12 inside
<b>Estimated Cost of Project</b>	\$5,101,500.00