

CITY OF PORTLAND, MAINE

PLANNING BOARD

Elizabeth Boepple, Chair
Sean Dundon, Vice Chair
David Eaton
Brandon Mazer
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October 6, 2017

0 Hancock Street, LLC
Jonathan Cohen
PO Box 910
Portland, ME 04098-0910

Stantec
Stephen Bushey
482 Payne Road
Scarborough, ME 04074

Project Name:	0 Hancock Street (Wex)	Project ID:	2017-180
Address:	0 Hancock Street	CBL:	019 A0014
Applicant:	0 Hancock Street, LLC, Jonathan Cohen		
Planner:	Caitlin Cameron		

Dear Mr. Cohen:

On October 4, 2017, the Planning Board considered the Level III Site Plan application for 0 Hancock Street. The Planning Board reviewed the proposal for conformance with the standards of the Site Plan Ordinance. The Planning Board voted unanimously 7-0 to approve the application with the following waiver(s) and condition(s) as presented below:

WAIVERS

The Planning Board voted (7-0) on each waiver request and granted the following waivers of the Technical Standards:

1. Technical Manual Section 1.7.2.7 *Location and spacing of driveways* to allow the reduction in the driveway separation to 20 feet on Hancock Street, as shown on the plan and supported by the Traffic Engineering reviewer.
2. Technical Manual Section 5, Subsection II *Applicability* to allow a waiver of the 50% treatment for redevelopment areas, since the proposal includes a roof drain filter system, rooftop vegetation, reduction in impervious area, and hardscaping with less pollutant load, as supported by the Traffic Engineering reviewer.
3. Technical Manual Section 1.8.3 *Sidewalk Design for Accessibility* and the accompanying street cross-sections to allow for a standard curb with two intervening granite steps, as presented at the public hearing (Plan L-2.0).

SITE PLAN REVIEW

The Planning Board voted (7-0) that the plan is in conformance with the site plan standards of the Land Use Code, subject to the following conditions of approval:

1. Prior to Certificate of Occupancy, the applicant shall receive approval for the Traffic Movement Permit. Concurrent to the Traffic Movement Permit review, the applicant shall submit for review and approval by the Planning Authority, additional information to meet the transportation monitoring and analysis requirements of the Site Plan Ordinance. Fees to mitigate impacts may be assessed as part of that review.
2. Prior to Certificate of Occupancy, the applicant shall complete the transfer of ownership process with the Maine Department of Environmental Protection for the Site Location of Development Permit applicable to the property.
3. The developer/contractor/subcontractor must comply with conditions of the stormwater management plan and sediment and erosion control plan based on City standards and state guidelines. The owner/operator of the approved stormwater management system, and all assigns, shall comply with the conditions of Chapter 32 Stormwater including Article III, Post Construction Management, which specifies the annual inspections and reporting requirements. A maintenance agreement for the stormwater drainage system, including the roof system, as attached, or in substantially the same form, shall be submitted for review by Corporation Counsel. Once approved, the document shall be signed and recorded at the Cumberland County Registry of Deeds prior to the issuance of a building permit. Please submit final copies to bot the Department of Public Works and the Department of Planning and Urban Development.
4. Prior to Building Permit and before any site preparation or construction activities occur, the Construction Management Plan shall be approved by City staff.
5. Prior to Building Permit, the final building design shall be revised and submitted to staff for final approval by the Planning Authority in accordance with staff and planning board comment.
6. Prior to Building Permit, the final sidewalk design including grading, material detail, cross slope, street light placement, ADA ramps, apron, and street tree design shall be revised and submitted to staff for final approval by the Department of Public Works, and the Planning Authority in accordance with staff and planning board comment per site plan approval.
7. Prior to Building Permit, the final layout of the utilities and sewer connections shall be revised per staff comment and submitted to Department of Public Works for final approval.
8. Prior to Building Permit, the applicant shall provide drafts of all necessary easements for review and approval by Corporation Counsel, the Department of Public Works, and the Planning Authority, with evidence of executed easements to be submitted prior to the issuance of a building permit, including but not limited to:
 - a. Sidewalk easement from 0 Hancock, LLC. to the City of Portland.
 - b. License from the City of Portland to 0 Hancock, LLC for canopies extending into the public right-of-way.
 - c. License from the City of Portland to 0 Hancock, LLC for foundation footings on Thames Street.

9. Prior to Certificate of Occupancy, the applicant shall provide updated lease agreements verifying the sufficient capacity of the Ocean Gateway Garage to meet the needs of this project. If, upon review, staff or the applicant determines the required off-street parking cannot be met in the Ocean Gateway Garage, the applicant shall propose an alternative parking location(s) or strategies meeting the City's Land Use Code of Ordinances.
10. The Planning Board approved a waiver of the sidewalk design for Thames Street from the City of Portland's Technical Manual Standards; thus prior to Certificate of Occupancy, the applicant shall enter into an agreement to maintain and repair the Thames Street sidewalk to be reviewed and approved by Corporation Counsel and the Planning Authority. This agreement with the City shall be recorded in the deed associated with the property.
11. The Planning Board approved a waiver of the sidewalk design for Thames Street from the City of Portland's Technical Manual Standards; thus outdoor dining will not be allowed in the public right-of-way on the Thames Street frontage.

The approval is based on the submitted plans and the findings related to site plan review standards as contained in the Planning Report for application #2017-180 which is attached.

STANDARD CONDITIONS OF APPROVAL

Please Note: The following standard conditions of approval and requirements apply to all approved site plans:

1. **Develop Site According to Plan** The site shall be developed and maintained as depicted on the site plan and in the written submission of the applicant. Modification of any approved site plan or alteration of a parcel which was the subject of site plan approval after May 20, 1974, shall require the prior approval of a revised site plan by the Planning Board or Planning Authority pursuant to the terms of Chapter 14, Land Use, of the Portland City Code.
2. **Separate Building Permits Are Required** This approval does not constitute approval of building plans, which must be reviewed and approved by the City of Portland's Permitting and Inspections Department.
3. **Site Plan Expiration** The site plan approval will be deemed to have expired unless work has commenced within one (1) year of the approval or within a time period up to three (3) years from the approval date as agreed upon in writing by the City and the applicant. Requests to extend approvals must be received before the one (1) year expiration date.
4. **Performance Guarantee and Inspection Fees** A performance guarantee covering the site improvements, inspection fee payment of 2.0% of the guarantee amount and seven (7) final sets of plans must be submitted to and approved by the Planning and Urban Development Department and Public Works Department prior to the release of a building permit, street opening permit or certificate of occupancy for site plans. If you need to make any modifications to the approved plans, you must submit a revised site plan application for staff review and approval.
5. **Defect Guarantee** A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.

6. **Preconstruction Meeting** Prior to the release of a building permit or site construction, a pre-construction meeting shall be held at the project site. This meeting will be held with the contractor, Development Review Coordinator, Public Works representative and owner to review the construction schedule and critical aspects of the site work. At that time, the Development Review Coordinator will confirm that the contractor is working from the approved site plan. The site/building contractor shall provide three (3) copies of a detailed construction schedule to the attending City representatives. It shall be the contractor's responsibility to arrange a mutually agreeable time for the pre-construction meeting.

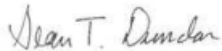
7. **Department of Public Works Permits** If work or obstructions will occur within the public right-of-way, such as utilities, curb, sidewalk, driveway construction, site deliveries and equipment siting, a Street Opening and/or Occupancy Permit (s) is required for your site. Please contact the Department of Public Works Permit Clerk at 874-8300, ext. 8828. (Only excavators licensed by the City of Portland are eligible.)

8. **As-Built Final Plans** Final sets of as-built plans shall be submitted digitally to the Planning and Urban Development Department, on a CD or DVD, in AutoCAD format (*.dwg), release AutoCAD 2005 or greater.

The Development Review Coordinator must be notified five (5) working days prior to the date required for final site inspection. The Development Review Coordinator can be reached at the Planning and Urban Development Department at 874-8632. All site plan requirements must be completed and approved by the Development Review Coordinator prior to issuance of a Certificate of Occupancy. Please schedule any property closing with these requirements in mind.

If there are any questions, please contact Caitlin Cameron at (207) 874-8901.

Sincerely,



Sean Dundon, Vice Chair
Portland Planning Board

Attachments:

1. Staff Memos
2. Planning Board Report + Addenda
3. Portland City Code: Chapter 32
5. Performance Guarantee Packet

Electronic Distribution:

cc: Jeff Levine, AICP, Director of Planning and Urban Development
Stuart G. O'Brien, City Planning Director, Planning and Urban Development
Barbara Barhydt, Development Review Services Manager, Planning and Urban Development
Caitlin Cameron, Urban Designer, Planning and Urban Development
Philip DiPierro, DRC, Planning and Urban Development
Mike Russell, Director of Permitting and Inspections
Ann Machado, Zoning Administrator, Permitting and Inspections
Jonathan Rioux, Deputy Director, Permitting and Inspections
Jeanie Bourke, Plan Reviewer/CEO, Permitting and Inspections

Chris Branch, Director of Public Works
Katherine Earley, Engineering Manager, Public Works
Keith Gray, Senior Engineer, Public Works
Doug Roncarati, Stormwater Coordinator, Public Works
Jane Ward, Engineering, Public Works
Rhonda Zazzara, Construction Engineering Coordinator, Public Works
Jeff Tarling, City Arborist, Public Works
Jeremiah Bartlett, Transportation Systems Engineer, Public Works
William Scott, Chief Surveyor, Public Works
Keith Gautreau, Fire
Mike Thompson, Fire
Danielle West-Chuhta, Corporation Counsel
Jennifer Thompson, Corporation Counsel
Victoria Volent, Housing Program Manager, Housing and Community Development
Thomas Errico, P.E., TY Lin Associates
Lauren Swett, P.E., Woodard and Curran
Christopher Huff, Assessor

Planning and Urban Development Department

Planning Division



Subject: B-6 Eastern Waterfront Design Review – 0 Hancock Street

Written by: Caitlin Cameron, Urban Designer

Date of Review: Friday, September 29, 2017

Design Review Criteria:

The policies and standards listed below are applied to the design review of a B6 Site Plan application.

Eastern Waterfront Master Plan - Design Guidelines for the Eastern Waterfront

City of Portland Design Manual – (g) EWPZ Eastern Waterfront Port Zone and B6 Eastern Waterfront Mixed Use Zone

Findings of the Design Review:

Preliminary staff review was conducted during the week of September 4, 2017 and included Caitlin Cameron, Urban Designer, Christine Grimando, Senior Planner, and Deb Andrews, Historic Preservation Program Manager. Generally, the staff find the project to meet the design guidelines and support the direction of the project with some revision. **Comments in red denote topics of concern or questions for the board to consider.**

Eastern Waterfront Master Plan - Design Guidelines for the Eastern Waterfront

Introduction: *Development will serve to integrate the working waterfront, commercial business areas, and the Munjoy Hill neighborhood. For integration to be successful, thoughtful, high quality design for all aspects of construction is imperative. With care and attention paid to details and quality, the design of streets, buildings, open space, parking, and changes to the water's edge will contribute to the value of public and private property and the quality of life for Portland residents. . . . that the Eastern Waterfront become a benefit to City residents. The Master Plan, along with these Guidelines, promotes development that will be an asset, not a liability, to the surrounding neighborhoods and community at large.*

A. Streets

1. **Public Streets:** The project maintains the Mountfort Street extension as proposed in the Eastern Waterfront Master Plan.
2. **Appropriate Street Design:** Not applicable. The design for the new Mountfort Street extension is not part of this application.
3. **Sidewalks:** **Staff continue to work with the applicant on the sidewalk design.** Appropriate to the urban context, the applicant revised the drawing to remove the planters and widen the sidewalk. The street tree and street lighting design will be consistent with other developments on Thames Street to provide a consistent streetscape.

4. **View Corridors:** The proposal maintains the protected view corridors through the site according to the B6 Building Height Overlay & Building Envelopes Map.
5. **Railroad Right of Way:** Not applicable
6. **Underground Utilities:** Utilities are being provided underground from Fore/Hancock street.
7. **Marine Passenger Terminal Circulation:** Not applicable
8. **Bicycle Safety:** The bicycle facilities were revised to meet staff comment.

B. Buildings and Architecture

Purpose: Met – Project is mixed-use, high quality contemporary design.

Design guidelines for buildings in the Eastern Waterfront Redevelopment Area encourage architecture that enhances the development of a mixed-use . . . New construction should respect the historic character of Portland's waterfront, while representing the best elements of contemporary design.

1. **Contextual Design:** *New buildings should be designed in response to their context and should be compatible with surrounding neighborhoods.*

The site should be considered to have a unique context when it comes to the architectural approach. Staff recognizes that this site has little historic context to relate to. Where there is visual connection on Hancock Street to the India Street neighborhood context, the building employs a height, façade treatment, and massing that are sensitive to and relate to that more traditional context. On Thames Street and facing the water, the Ocean Gateway terminal, waterfront, and future Amethyst Lot park are contemporary designs that create the most immediate context for the 0 Hancock Street project and the contemporary design reflects that – the project proposes a new vision for contemporary development on the waterfront.

There is one general area of criticism which has to do with how the building relates to its urban setting – The applicant revised the building design to have better connection with the streetscape at the pedestrian level.

The signs shown in the application are not approved as part of this application and do not necessarily meet the sign ordinance.

2. **Building Composition:**

- a. **Placement:** The building is placed to comply with the B6 overlay envelope on Hancock Street. The building facing Thames Street is close to the property line to help create a consistent street wall with the surrounding blocks currently under development. The primary office entrance is oriented to the street and retail entrances are shown facing Thames Street and the private plaza.
- b. **Height:** The project complies with the B6 45' height overlay. On Hancock Street the project is four stories and steps down to three stories on Thames. This is as tall or shorter than most recent development in this area. The important thing of note is that it is a multi-story building consistent with zoning and urban design goals.
- c. **Massing:** The building has massing variation with a taller mass at Hancock Street, a curved massing with special roof treatment at the primary corner, and a low and

long mass along Thames Street. The massing is appropriate according to each street relationship and provides visually interesting building forms.

- d. **Proportion:** Buildings in the Eastern Waterfront vary in their height, length, and proportion but are often low and long – similar to the longitudinal proportions of the historic industrial complex and working waterfront building typologies. Facing the mixed-use India Street neighborhood, the building has a more vertical proportion. The proportion on Thames is horizontal.
 - e. **Articulation:** The project uses a combination articulation elements such as material changes, canopies, and plane changes. Interest is also provided by the roof design and massing changes. The long length of Thames Street façade is broken down to a human scale with the fenestration pattern, material placement, and the ground level design. The applicant revised the façade in response to staff and Planning Board comment regarding the articulation of the facades – these changes include revisions to the horizontal spandrel panels, articulation created at the vertical elements through 3” to 6” reveals, a further deepening of the retail entrance facades to provide a sense of enclosure and emphasis on the more active retail frontage. Staff supports the current design but calls attention to the changes at the corner for board consideration.
 - f. **Materials:** The proposal conveys a contemporary approach similar to other contemporary buildings nearby such as the Ocean Gateway terminal. Where the project faces the India Street neighborhood, the material placement is more traditional. Where the project faces the waterfront, curtainwall is used.
3. **Pedestrian Environment:** Staff support providing wider sidewalks to give enough space for pedestrian amenities such as street trees and lighting. Both facades are proposed to provide active entrances with the office entrance on Hancock Street and retail entrances on Thames. Thames Street has a long façade but accommodates the pedestrian environment through the use of storefront and high transparency, retail uses and entrances, canopies, and plane changes. **Staff requests that the design of the canopies be further revised in scale, proportion, and materiality in relationship to the overall building scale and to better provide a grounded, human-scale pedestrian realm.**
 4. **Primary Entrances and Service Entrances:** The primary entrance is on Hancock Street which is considered by these guidelines to be a primary street. Building entrances on Thames Street for retail have been generally located. Service entrances are internal to the site with an access path interior to the block.
 5. **Parking Structures:** Not applicable
 6. **Infill and Small Scale Development:** Not applicable
 7. **Historic Structures:** Not applicable
 8. **Civic Structures:** Not applicable
 9. **Marine Development:** Not applicable
- C. **Open Space and the Public Realm**
1. **Public Open Space and Plazas:** Not applicable

2. **Private Open Space and Plazas:** A plaza space at the east end of the development is proposed to occupy the space of the view corridor. Staff supports the revisions to the plaza design to accommodate ADA access from the sidewalk. In addition, an internal path cuts through the site to provide service access and possible mid-block cut through between Hancock and a future Mountfort extension. The project also proposes rooftop plazas for the office workers.
 3. **Historic Sites:** Not applicable
 4. **Public Art:** The proposal does not currently include public art or similar focal points.
 5. **View Protection:** The proposal maintains the protected view corridors through the site according to the B6 Building Height Overlay & Building Envelopes Map.
- D. **Surface Parking and Vehicle Queuing:** Not applicable - the project predominantly uses off-site structured parking meeting the Shared Use and Partnerships guideline and does not include vehicle queuing.



MEMORANDUM

TO: Caitlin Cameron, Planner
FROM: Lauren Swett, PE
DATE: September 28, 2017
RE: Level III Site Plan Response to Comments, WEX Hancock & Thames Street.

Woodard & Curran has reviewed the Level III Site Plan Application for the proposed development located at 0 Hancock Street in Portland, Maine. The project involves the construction of 102,027 square foot, 4-story building at the intersection of Hancock and Thames Street.

Documents Reviewed by Woodard & Curran

- Level III Response to Comments and attachments, dated September 26, 2017, prepared by Stantec Consulting Services Inc., on behalf of 0 Hancock Street LLC.
- Engineering Plans, dated September 26, 2017, prepared by Stantec Consulting Services Inc., on behalf of 0 Hancock Street LLC.

Comments *Comments repeated from prior memos included in italics*

- 1) *The Applicant has noted that the project does not require any additional Federal or State level environmental site permits. The lot was originally part of the Ocean Gateway Site Location of Development, and there may be additional permits associated with Ocean Gateway that encompass this site. We anticipate that the City or the Applicant will need to work with the original permitting agencies to determine what needs to be done to remove the site from the original permits in association with the sale of the property. We also anticipate that the Notice of Intent to Comply with the Maine Construction General Permit will be required for the project. Applicant has noted that they are working on the submission to the MaineDEP, and it likely will not be approved prior to the Planning Board Public Hearing. It is agreed that this may be a condition of approval.*
- 2) *In accordance with Section 5 of the City of Portland Technical Manual, a Level III development project is required to submit a stormwater management plan pursuant to the regulations of MaineDEP Chapter 500 Stormwater Management Rules, including conformance with the Basic, General, and Flooding Standards. We offer the following comments:*
 - a) *Basic Standard: Plans, notes, and details have been provided to address erosion and sediment control requirements, inspection and maintenance requirements, and good housekeeping practices in accordance with Appendix A, B, & C of MaineDEP Chapter 500.*
 - b) *General Standard: The Applicant is not increasing impervious surface, but will be creating 11,446 square feet of redeveloped non-roof impervious surface. They have requested a waiver from the City of Portland Requirement of providing treatment for 50% of this redevelopment area. Instead of treatment of the redevelopment area, they will be providing a roof drain filter system. They will also be providing some rooftop vegetation. The project will also be increasing pervious surface on the site, and the redeveloped impervious surface is primarily hardscaping that will have a lower pollutant load than the existing gravel parking lot. For all of these reasons, a waiver of the standard would be acceptable.*
 - c) *Flooding Standard: No additional impervious surface is being added as a result of the project. The site discharges to the Fore River, and the area was accounted for as part of the original outfall design. The project is not anticipated to increase flow to the site.*
- 3) *In Accordance with The City of Portland Technical Manual sanitary sewer laterals shall be connected to main sanitary sewer lines for sanitary building laterals under 8 inches in diameter. The connection is currently proposed directly to the existing manhole in Thames Street. Acceptability of this type of connection should be confirmed with the Department of Public Works. Public works has noted that with the pipe sizes in question, the acceptable means of connecting a 6" service into a 12" sewer main would be to cut out a section of the sewer and install a wye in the main using Fernco connectors. Finalization of the details of this connection should be made a condition of approval.*

PEZ 2017-180: WEX Public ROW Staff Comments - Bruce Hyman

Bruce Hyman <bhyman@portlandmaine.gov>

Fri, Sep 29, 2017 at 12:21 PM

To: Caitlin Cameron <ccameron@portlandmaine.gov>

Cc: Keith Gray <kgray@portlandmaine.gov>, Barbara Barhydt <bab@portlandmaine.gov>, Tom Errico <thomas.errico@tylin.com>

Good afternoon Caitlin,

These comments address outstanding topics based on the applicant's most recent submittals (uploaded 9/26/17) that may not covered by other reviewing staff:

- the placement of the lighting along the applicant's frontage is to be adjusted as necessary to provide adequate lighting of the crosswalks along the Thames Street frontage at Hancock Street and at the Mountfort ROW/Ocean Gateway Terminal driveway
- the driveway on Hancock Street is to carry brick across the applicant's driveway per the new sidewalk material policy, have a maximum cross-slope of 2% for the pedestrian access route and the sidewalk on each side of the driveway is to ramp down (not introduce a flare as currently shown) - the detail for the driveway is to reflect these items
- the detectable warning panel within the existing curb ramp at the corner of Fore-Hancock Streets (SE corner) is to be replaced (cast iron, per new curb ramp detail) to create a direct and fully ADA-accessible route from the WEX main entrance on Hancock Street to the Ocean Gateway Garage
- the brick sidewalk detail is to note a maximum cross-slope of 2%.

Bruce

--

Bruce Hyman
Transportation Program Manager
Transportation Division

Department of Planning & Urban Development
389 Congress Street
Portland, Maine 04101
(207) 874-8717 phone

bhyman@portlandmaine.gov
<http://www.portlandmaine.gov/1363/Transportation-Division>
Yes! Transportation's Good Here

0 Hancock Street - Review Comments

Keith Gray <kgray@portlandmaine.gov>

Fri, Sep 29, 2017 at 12:59 PM

To: Caitlin Cameron <ccameron@portlandmaine.gov>

Cc: Bruce Hyman <bhyman@portlandmaine.gov>, "Swett, Lauren" <lswett@woodardcurran.com>, John Peverada <jbp@portlandmaine.gov>

Hello Caitlin,

Below are a few items that were discussed with Mr. Bushey from Stantec but have not been integrated within the current submission.

- There is a meeting this afternoon with Cianbro to discuss the CMPlan components. Some notable items include; requirement of a 5-foot sidewalk along Hancock Street, parking occupancy is not allowed until parking spaces are restored along AC Hotels frontage on Thames Street and no more than two parking spaces are to be occupied at a time.
- The Grading Plan shows a stabilized construction entrance on Mountfort Street. DPW does support the construction entrance location given that a temporary construction easement is obtained and there is no loss of parking spaces.
- The proposed stormdrain shall be routed on the applicant's property and not within Mountfort Street ROW. The existing catch basin within Mountfort Street will need to be reconnected.

Please contact me with any questions.

Thank you,

Keith

--

Keith D. Gray, PE
Senior Engineer
Dept. of Public Works
City of Portland Maine

[207.874.8834](tel:207.874.8834)

kgray@portlandmaine.gov

Memo

To: Caitlin Cameron - Planner
From: Keith Gray, PE – Senior Engineer, DPW
Date: September 25, 2017
Re: 0 Hancock Street (2017-180) – Level III Site Plan Application

The following comments/concerns are in regards to the Level III Site Plan Application prepared by Stantec, on behalf of the applicant, 0 Hancock, LLC, with last plan revision submitted on September 15th, 2017. Please feel free to contact me with questions.

C-4.0 – Grading, Drainage and Erosion Control Plan:

- The applicant is proposing a grade break (vertical curb) within the Thames Street sidewalk to accommodate ADA building access.
 - DPW does not support a split grade sidewalk within the ROW
 - We suggest lowering the finish floor elevation by ramping down the sidewalk, within the applicant's property, at the Hancock Street entrance. The lowered finish floor elevation allows for a continuous sidewalk along Thames Street. See enclosed figure (For illustration purposes only, grades and design to be completed by Stantec).

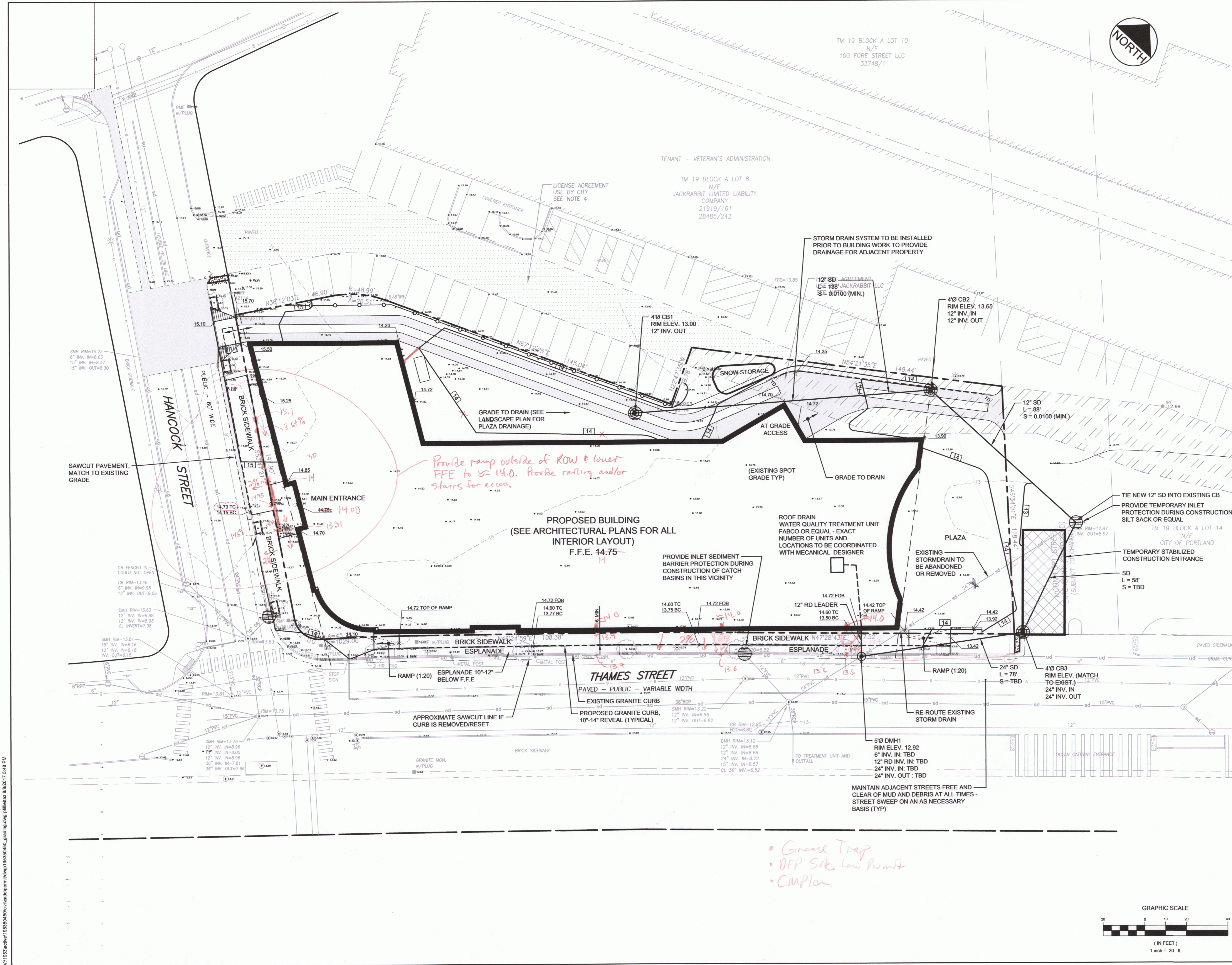
C-5.0 – Utility Plan:

- Verify that no crossing conflicts exist between the proposed sewer and the existing 12" stormdrain. Rigid insulation should be provided between crossings. Test pit may be required to determine depth of gas main at sewer service.

Construction Management Plan:

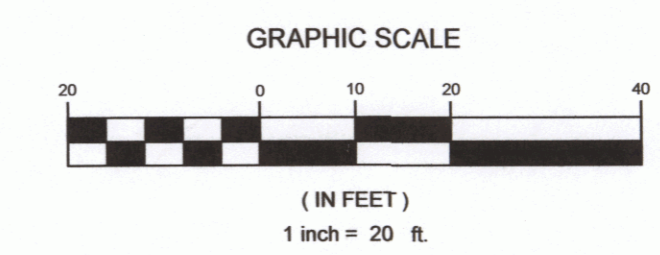
- The applicant has submitted a Construction Management Plan (CMPlan) prepared by Stantec and Cainbro.
 - The provided CMPlan indicates that the sidewalk along Hancock and Thames Street and the parking spaces along Thames Street frontage will be occupied for an extended period of time (roughly a year).

- DPW does not support occupancy of the sidewalk and/or parking spaces for an extended period of time. The applicant shall revise the CMPlan to specify the duration required for the sidewalk occupancy. Construction sequences shall be scheduled to minimize the duration of any street occupancy.
- DPW does not support extended occupancy of (Islander) parking spaces along Thames Street. We suggest the following options:
 - The occupancy of two parking spaces at a time for the duration required to complete the current construction activity.
 - The occupancy of all spaces requested provided that the applicant provides for the equivalent parking spaces within a close vicinity.
- Update contact person for construction activities for Cianbro.
- A five foot sidewalk (existing or temporary) shall be maintained along Hancock Street



Provide ramp outside of ROW & lower FFE to ≈ 14.0 . Provide railing and/or stairs for access.

*• Grease Trap
• DEP Site Law Permit
• CML Plan*



Revision	By	Date
1	Y.M.A.M.D.D	17.08.08
2	S.B.S.	3.88
3	S.B.S.	3.88
4	S.B.S.	3.88
5	S.B.S.	3.88
6	S.B.S.	3.88
7	S.B.S.	3.88
8	S.B.S.	3.88
9	S.B.S.	3.88
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17	S.B.S.	3.88
18	S.B.S.	3.88
19	S.B.S.	3.88
20	S.B.S.	3.88

File Name	DWN.	DBS	SBS	17.07.12
195350450_grading	DWN.	CHKD.	DGSM.	DATE

Permit-Seal

Client/Project	0 HANCOCK LLC
THAMES STREET SITE	PORTLAND, MAINE
Title	GRADING, DRAINAGE AND EROSION CONTROL PLAN
Project No.	195350450
Scale	1" = 20'
Sheet	C-4.0

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MEMORANDUM

To: FILE
From: Caitlin Cameron
Subject: Application ID: 2017-180
Date: 9/29/2017

Comments Submitted by: John Brennan/Fire on 8/30/2017

Construction management plan must be approved by the Fire Department.

Comments Submitted by: John Brennan/Fire on 8/30/2017

Premises Identification

The main entrance of the building must be the address for the property. This should be consistent with 911, tax assessor, Inspections Division and future mailing address.

Street addresses shall be marked on the structure and shall be as approved by the City E-911 Addressing Officer.

If the building entry faces a different street, both the street name and number should be large enough to read from the street.

Address numbers must be a minimum of 6 inches high.

The number should be in Arabic numerals rather than spelled out (for example, "130" instead of "One Hundred and Thirty").

Color: Addresses should be in a color that contrasts with the background.

Whenever possible, should be illuminated.

Provide additional address signs at entrances to the property when the building address is not legible from the public street.

Buildings set back in groups that share common entrances can make quickly locating a specific building and the shortest route difficult. On such sites, additional signs with directional arrows and/or diagrams of the buildings and access layout should be posted.

Comments Submitted by: John Brennan/Fire on 8/30/2017

Fire Department is requesting a Capacity To Serve letter from the Portland Water District.

Comments Submitted by: John Brennan/Fire on 8/30/2017

Emergency access to the proposed site is excellent. Emergency vehicles have access to three sides of the building.

0 Hancock Street/WEX Building - Traffic Comments

Tom Errico <thomas.errico@tylin.com>

Fri, Sep 29, 2017 at 10:05 AM

To: "ccameron@portlandmaine.gov" <ccameron@portlandmaine.gov>

Cc: "kgray@portlandmaine.gov" <kgray@portlandmaine.gov>, Katherine Earley <kas@portlandmaine.gov>, Jeremiah Bartlett <JBartlett@portlandmaine.gov>, "Jeff Tarling (JST@portlandmaine.gov)" <JST@portlandmaine.gov>, "Swett, Lauren" <lswett@woodardcurran.com>

Hi Caitlin – I have reviewed the application materials and offer the following traffic comments.

- The project requires a Traffic Movement Permit. A Traffic Movement Permit Application has been submitted and a Scoping Meeting was held on Monday September 25, 2017. It is my understanding that the Traffic Movement Permit approval will follow a separate approval schedule. The following should be noted as it relates to expectations for the outcome of the traffic impact study:
 - Given current roadway construction activities and traffic circulation impacts, a condition of approval is likely as it relates to conducting traffic counts and analysis at the Fore Street/India Street, Fore Street/Hancock Street, Middle Street/India Street, and Middle Street/Hancock Street intersections. The applicant may be responsible for the implementation of mitigation improvements, if deficiencies are identified.
 - The applicant will be working with City staff in finalizing trip generation and assignment of project trips to the study area. The applicant may be required to provide a monetary contribution to Franklin Street area improvements using methodologies developed for the [58 Fore Street](#) project.
 - The applicant has identified the Franklin Street/Middle Street intersection as the only study area location that is classified as a High Crash Location per MaineDOT methods. No action is being requested of the applicant as it relates to mitigating this location (the monetary contribution/fund would be used to implement future safety improvements).
- The applicant has conducted a parking demand analysis for the project. Parking demand for the project is primarily based on parking demand surveys conducted at the WEX facility in South Portland. Based upon surveys conducted in August and September of this year, the WEX office use would be expected to generate 0.71 parking spaces per employee. Assuming 450 employees, WEX would be expected to require a need for 320 parking spaces. For the other building uses (assumed restaurant, gift shop and Financial Loan Agency), 19 parking spaces are estimated. Given the location of the project in downtown Portland, adjustment to account for multi-modal factors (walk/bike/transit) and implementation of a robust TDM plan, seem reasonable. The proposed reduction is 55 vehicles. Based upon the analysis, it is my professional opinion that the project would be expected to require a parking demand of 284 parking spaces.
- The driveway on Hancock Street does not meet City driveway separation standards. Given low traffic volumes expected to use the driveway, I support a waiver from City requirements.

If you have any questions, please contact me.

Best regards,

Thomas A. Errico, PE
Senior Associate
Traffic Engineering Director

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0 HANCOCK PARKING - GARAGE CAPACITY ANALYSIS					
Address	Leased Parking Space (City records)	Leased Parking Space (Applicant records)	Required Parking Spaces (per zoning)	Building Type	Notes from Applicant
Leases as part of approved Site Plan applications					
16 MIDDLE STREET	140	140	0	MIXED-USE RETAIL/OFFICE	Daytime only
185 FORE STREET	96	44	0	MIXED-USE RESIDENTIAL/RETAIL	Daytime only
50 INDIA STREET (cPORT CREDIT UNION)	20	10	3	MIXED-USE RESIDENTIAL/COMMERCIAL	Missing from applicant's calculations
113 NEWBURY STREET (BAY HOUSE)	20	13	20	MIXED-USE RESIDENTIAL/COMMERCIAL	Daytime only
145 FORE STREET (RESIDENCE INN)	140	140	50	COMMERCIAL	Lease restricts parking to 4pm-9am
167 FORE STREET (OFFICE ADDITION)	24	14	24	COMMERCIAL	Daytime only; No lease, Site plan approval requirement
158 FORE STREET (AC HOTEL)	400	100	45	MIXED-USE RESIDENTIAL/COMMERCIAL	Lease restricts parking to 4pm-9am
20 THAMES STREET (COVERED BY AC HOTEL LEASE)	0	50	37	MIXED-USE RESIDENTIAL/RETAIL	Daytime only
170 FORE STREET* (COVERED BY AC HOTEL LEASE)	0	157	110	MIXED-USE RESIDENTIAL/RETAIL	Daytime only
5 INDIA STREET* (COVERED BY AC HOTEL LEASE)	0	29	22	MIXED-USE RETAIL/OFFICE	Daytime only
300 FORE STREET (CIEE)	145	145	123	COMMERCIAL	Daytime only: 56.4% are used/day
1 INDIA STREET* (Gorham Savings Bank)	0	24	24	COMMERCIAL	Daytime only
0 HANCOCK (WEX)	284	284	258	MIXED-USE RETAIL/OFFICE	TDM Plan
TOTAL SITE PLAN LEASED SPACE	1269	1150	716		
TOTAL GARAGE CAPACITY	720	720	720		
DIFFERENCE**	-549	-430	4		

*Project does not have an active Site Plan application, numbers may change

** Applicant claims lease agreements state that parking garage owner is financially obligated to cover parking off-site if no space available

Re: WEX Corp Development

Helen Donaldson <hcd@portlandmaine.gov>

Thu, Sep 14, 2017 at 3:56 PM

To: "Lynn A. Rollins" <lynnr@miloneandmacbroom.com>, Caitlin Cameron <ccameron@portlandmaine.gov>

Lynn,

I am forwarding your email to Caitlin Cameron, who is the planner leading the review on this project. She is best positioned to answer your questions.

Best,
Nell

On Thu, Sep 14, 2017 at 2:46 PM, Lynn A. Rollins <lynnr@miloneandmacbroom.com> wrote:

As a worker in the Portland area, I am very concerned that I have not read about a traffic study being conducted. It would seem to me that there needs to be some serious resources put into some traffic infrastructure before the WEX building moves forward. Working in Portland is already a somewhat difficult commute, what steps are being taken to resolve future growth?

Lynn

Lynn Rollins

Administrative Assistant



121 Middle Street, Suite 201, Portland, Maine 04101

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www.miloneandmacbroom.com



Please consider the environment before printing this e-mail.

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Nell Donaldson
City of Portland Planning Division
874-8723
hcd@portlandmaine.gov

Google Groups

WEX Public Hearing

Daniel DesPres <d-despres@sbcglobal.net>

Sep 25, 2017 1:30 PM

Posted in group: **Planning Board**

Just a comment on the parking issue. The WEX proposal should include a dedicated parking deck for their employees. The Ocean Gateway Parking Garage is currently stretched, particularly during the Summer months, and traffic in and out of this facility onto Fore and Middle Streets is already problematic.

Dan DesPres
Resident - 185 Fore St.