

DEVELOPMENT REVIEW COORDINATOR  
POST APPROVAL PROJECT CHECKLIST

Date: 10/11/14

Project Name: Ac Hotel

Project Address: 158 Fore Str.

Site Plan ID Number: # 2015-169

Planning Board Authority Approval Date: 5/24/16

Site Plan Approval Date: 5/24/14

Performance Guarantee Accepted: 10/14/14 Bank of NH #824759195  
\$ 548,105

Inspection Fee Paid: 10/14/14 \$10,962.10

Infrastructure Contributions Paid: N/A

Amount of Disturbed Area in SF or Acres: 32,820 SF

MCGP/Chapter 500 Stormwater PBR: City Permit

Plans/CADD Drawings Submitted: ?

Pre-Construction Meeting: 10/18/16

Conditions of Approval Met: \_\_\_\_\_

As-Builts Submitted: \_\_\_\_\_

Public Services Sign Off: \_\_\_\_\_

Certificate of Occupancy Memo Processed:  
(Temporary or Permanent) \_\_\_\_\_

Performance Guarantee to Defect Guarantee: \_\_\_\_\_

Defect Guarantee Released: \_\_\_\_\_

# CITY OF PORTLAND, MAINE

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## PLANNING BOARD

Elizabeth Boepple, Chair  
Sean Dundon, Vice Chair  
Carol Morrissette  
David Eaton  
Kristien Nichols  
Lisa Whited  
Maggie Stanley

May 25, 2016

Ara Aftandilian  
Portland Norwich Group  
2330 Palm Ridge Road  
Sanibel, FL 33957

Patrick Carroll  
Carroll Associates  
217 Commercial Street, Suite 200  
Portland, ME 04101

Project Name: AC Hotel  
Address: 158 Fore Street  
Applicant: Portland Norwich Group

Project ID: 2015-169  
CBL: 19-B-2  
Planner: Nell Donaldson

Dear Mr. Aftandilian:

On May 24, 2016, the Planning Board considered your proposed AC Hotel project at 158 Fore Street. The Planning Board reviewed the proposal for conformance with the standards of the site plan ordinance of the Land Use Code. The Planning Board voted (6-0, Boepple absent) to approve the application with the waiver, traffic movement permit, and conditions as presented below.

### WAIVERS

The Planning Board voted 6-0 (Boepple absent), based upon the consulting transportation engineer's review, that extraordinary conditions exist or undue hardship may result from strict compliance with the *Technical Manual* standard (*Section 1.7.2.7*) which requires that along arterials and collectors, minimum acceptable driveway corner clearance shall be 150 feet, that substantial justice and the public interest are secured with the proposed variation in this standard, and that the variation is consistent with the intent of the ordinance. The Planning Board waived the *Technical Manual* standard (*Section 1.7.2.7*) to allow the driveway cut on Fore Street approximately 120 feet from the corner of Fore and Hancock Streets as shown on the final plans (*Attachment 1*).

### TRAFFIC MOVEMENT PERMIT

The Planning Board voted 6-0 (Boepple absent), based upon the application, plans, reports and other information submitted by the applicant; findings and recommendations contained in the Planning Board report for the public hearing on May 24, 2016 for application 2015-169 relevant to Portland's technical and design standards and other regulations; and the testimony presented at the Planning Board hearing, that the proposed plan is in conformance with 23 MRSA 704-A and Chapter 305 Rules and Regulations pertaining to Traffic Movement Permits.

### SITE PLAN REVIEW

The Planning Board voted 6-0 (Boepple absent), based on the application, plans, reports and other information submitted by the applicant; findings and recommendations contained in the Planning Board report for the public hearing on May 24, 2016 for application 2015-169 relevant to the site plan regulations; and the testimony presented at the Planning Board hearing, that the plan is in conformance with the site plan standards of the land use code and approved the application subject to the following conditions of approval that must be met prior to the issuance of a building permit, unless otherwise stated:

met 5/23/16

1. The applicant shall provide documentation of any easements, covenants, or other burdens on the site for review and approval by the Planning Authority;

met per Bill Clark  
6/10/16

2. The applicant shall provide a revised boundary survey meeting the standards of the city's *Technical Manual* for review and approval by the Department of Public Works;

met  
12/13/16

3. The applicant shall:  
a. Provide a public pedestrian access easement for areas of sidewalk on private property and  
b. Obtain a license agreement for awnings proposed to encroach into the city's right-of-way for review and approval by the city's Planning Authority and Corporation Counsel;

met 9/24/16

4. The applicant shall provide a construction management plan for review and approval by the Department of Public Works and the Planning Authority;

met 2/1/17

5. The applicant shall provide a pavement marking plan, including details and specifications for implementation, for review and approval by the Department of Public Works;

policy  
Δ - council  
approval not  
necessary

6. Prior to the issuance of a certificate of occupancy, the applicant shall provide documentation for changes to the city's on-street parking schedule for review and approval by the Department of Public Works and the City Council;

met 2/1/17

7. The applicant shall obtain a change in sidewalk material policy from the City Council for the brick driveway apron for review and approval by the Department of Public Works;

8. The applicant shall revise plans to depict ADA-compliant perpendicular crosswalks and provide sign and ramp details at Fore and Hancock Streets and Fore and Thames Streets for review and approval by the Department of Public Works;

met 9/27/16  
OK

9. The applicant shall provide an NFPA analysis for review and approval by the Fire Prevention Bureau;

10. Prior to the issuance of a certificate of occupancy, the applicant shall provide verification that HVAC systems meet zoning and applicable state and federal emissions requirements for review by the Planning Authority;

still under  
review

11. The applicant shall provide a final lighting plan meeting the standards of the city's *Technical Manual* for review and approval by the Planning Authority; and

met 7/5/16

12. The applicant shall revise the roofline of the building based on the feedback given by the Planning Board related to the consistency and intent of the project with the Design Guidelines for the Eastern Waterfront for review and approval by the Planning Authority. The revised building design shall specifically address:

- a. The rooflines with respect to the guidelines' massing standard, and
- b. The use of scaling elements, such as varied parapet heights.

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 2015-169 which is attached.

**STANDARD CONDITIONS OF APPROVAL**

Please note the following standard conditions of approval and requirements for all approved site plans:

1. **Stormwater Management** The developer/contractor/subcontractor must comply with conditions of the construction 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 also comply with the conditions of Chapter 32 Stormwater including Article III, Post Construction Stormwater Management, which specifies the annual inspections and reporting requirements.
2. **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.

3. **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 Inspection Division.
4. **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.
5. **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 Division and Public Services 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.
6. **Defect Guarantee** A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
7. **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 Service's 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.
8. **Department of Public Services Permits** If work will occur within the public right-of-way such as utilities, curb, sidewalk and driveway construction, a street opening permit(s) is required for your site. Please contact Carol Merritt at 874-8300, ext. 8828. (Only excavators licensed by the City of Portland are eligible.)
9. **As-Built Final Plans** Final sets of as-built plans shall be submitted digitally to the Planning Division, 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 Division 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 Nell Donaldson at (207) 874-8723.

Sincerely,



Elizabeth Boepple, Chair  
Portland Planning Board

Attachments:

1. Planning Board Report
2. Portland City Code: Chapter 32
3. Performance Guarantee Packet

Portland, Maine



Yes. Life's good here.

Jeff Levine, AICP  
Director, Planning & Urban Development Department

October 13, 2016

Portland Norwich Group  
2330 Palm Ridge Road  
Sanibel, FL 33957

Opechee Construction Corporation  
11 Corporate Drive  
Belmont, NH 03220

Project Name:	AC Hotel	Project ID:	2015-169
Address:	158 Fore Street	CBLs:	19-B-2
Applicant:	Portland Norwich Group	Planner:	Nell Donaldson

Dear Mr. Aftandilian:

On May 24, 2016, the Portland Planning Board approved with conditions your proposed AC Hotel project at 158 Fore Street. As provided in *Section 14-532*, this letter serves as written permission from the Planning Authority to commence site work on this project prior to the issuance of a building permit. The advance site work is limited to the actions outlined in your letter from Opechee Construction Corporation dated September 23, 2016 and listed below:

*Advanced Site Work (within fenced area shown on Construction Management Plan Sheet CM 1)*

- Remove permanent fence and replace with temporary fence as shown on CM 1
- Install Construction Entrance
- Install Erosion Control
- Excavate site to pile grades and stock pile
- Remove miscellaneous concrete pads and pavement scattered throughout the site

Please note that, while a license from the city for footings in Hancock Street is currently pending and will go to Council on October 17, no permanent encroachments into the city's right-of-way have been authorized at this time. Please be advised that you must obtain any permits that may be required from Public Works for the temporary closing of any sidewalks, any street openings, and any temporary loss of on-street parking.

The approval to proceed with site work is based on the submitted request of September 23, 2016 and the site plan as referenced in the Planning Board approval letter dated May 25, 2016 (attached). If you need to make any modifications to the work listed above, you must submit revised plans for staff review and approval.

If you have any further questions, please contact Nell Donaldson at 874-8723.

Sincerely,

Jeff Levine, AICP  
Director of Planning and Urban Development

**Cost Estimate of Improvements to be covered by Performance Guarantee**

Date: October 11, 2016

Name of Project: Proposed AC Hotel  
 Address/Location: Fore, Hancock and Thames Street  
 Application ID#:   
 Developer: Portland Norwich Group, LLC  
 Form of Performance Guarantee: Escrow  
 Type of Development: Site Plan, Major

Item	PUBLIC					PRIVATE				
	Quantity	Units	Unit Cost	Subtotal	Anticipated Completion	Quantity	Units	Unit Cost	Subtotal	Anticipated Completion
<b>1. Street /Sidewalk</b>										
Granite Curb	1,050	LF	\$37.50	\$39,375.00	Nov-2017	600	LF	\$25.00	\$15,000.00	Oct-2017
Sidewalks/Driveway - Brick/Pavers	5,900	SF	\$13.00	\$76,700.00	Nov-2017	11,300	SF	\$13.00	\$146,900.00	Oct-2017
Street Lighting	4	EA	\$7,000.00	\$28,000.00	Nov-2017					
Asphalt Street Repairs	1,800	SF	\$5.00	\$9,000.00	Nov-2017					
Tree Grates	2	EA	\$1,750.00	\$3,500.00	Nov-2017	11	EA	\$1,750.00	\$19,250.00	Oct-2017
<b>2. Earthwork</b>										
Rough Grading	10,000	SF	\$0.08	\$800.00	Apr-2017	38,000	SF	\$0.08	\$3,040.00	Apr-2017
Fine Grading	10,000	SF	\$0.15	\$1,500.00	Nov-2017	33,000	SF	\$0.15	\$4,950.00	Oct-2017
Export Cut	0					1,100	CY	\$10.00	\$11,000.00	Apr-2017
<b>3. Sanitary Sewer</b>										
Manholes	0	EA	\$3,900.00	\$0.00	Jul-2017					
Piping	50	LF	\$30.00	\$1,500.00	Jul-2017					
Connections	2	EA	\$2,400.00	\$4,800.00	Jul-2017					
Grease Trap						1	EA	\$3,500.00	\$3,500.00	Jul-2017
<b>4. Water Mains</b>										
Fire Suppression Line	15	LF	\$45.00	\$675.00	Jul-2017	30	LF	\$45.00	\$1,350.00	Jul-2017
Gate Valves	3	EA	\$1,500.00	\$4,500.00	Jul-2017					
Domestic Service Line	10	LF	\$30.00	\$300.00	Jul-2017	30	LF	\$30.00	\$900.00	Jul-2017
Connections	1	EA	\$2,400.00	\$2,400.00	Jul-2017					
<b>5. Storm Drainage</b>										
Manholes	1	EA	\$3,900.00	\$3,900.00	Jul-2017	1	EA	\$3,900.00	\$3,900.00	Jul-2017
Catch Basins	2	EA	\$3,600.00	\$7,200.00	Jul-2017	2	EA	\$3,600.00	\$7,200.00	Jul-2017
Piping	75	LF	\$35.00	\$2,625.00	Jul-2017	130	LF	\$35.00	\$4,550.00	Jul-2017
Connections	1	EA	\$2,400.00	\$2,400.00	Jul-2017					
R-Tanks & PVC perforated pipe						1	EA	\$76,000.00	\$76,000.00	Jun-2017
<b>6. Site Lighting</b>										
						11	EA	\$2,000.00	\$22,000.00	Jun-2017
<b>7. Erosion Control</b>										
Disturbed Area	10,000	SF	\$0.15	\$1,500.00	Jun-2017	38,000	SF	\$0.15	\$5,700.00	Jun-2017
<b>8. Landscaping</b>										
Street/Shade Trees	19	EA	\$450.00	\$8,550.00	Sep-2017	7	EA	\$450.00	\$3,150.00	Oct-2017
Flowering/Ornamental Trees						4	EA	\$375.00	\$1,500.00	Oct-2017
Shrubs						33	EA	\$80.00	\$2,640.00	Oct-2017
Perennials						92	EA	\$25.00	\$2,300.00	Oct-2017
Loam & Mulch	1,000	SF	\$3.50	\$3,500.00	Sep-2017	1,300	SF	\$3.50	\$4,550.00	Oct-2017
Loam & Seed						8,000	SF	\$0.75	\$6,000.00	Oct-2017
<b>Sub Total:</b>				\$202,725.00					\$345,380.00	
<b>2.0% of Sub Totals:</b>				\$4,054.50					\$6,907.60	
<b>Grand Total</b>				\$548,105.00					\$352,287.60	

= \$10,962.10

total  
 \$548,105  
 10/12/16  
 OK  
 FAD

**Cost Estimate of Improvements to be covered by Performance Guarantee**

Date: August 23, 2016

Name of Project: Proposed AC Hotel  
 Address/Location: Fore, Hancock and Thames Street  
 Application ID#:   
 Developer: Portland Norwich Group, LLC  
 Form of Performance Guarantee: Escrow  
 Type of Development: Site Plan, Major

Item	PUBLIC					PRIVATE				
	Quantity	Units	Unit Cost	Subtotal	Anticipated Completion	Quantity	Units	Unit Cost	Subtotal	Anticipated Completion
<b>1. Street /Sidewalk</b>										
Granite Curb	1,050	LF	<del>\$25.00</del> <sup>35</sup>	\$26,250.00	Nov-2017	600	LF	\$25.00	\$15,000.00	Nov-2016
Sidewalks/Driveway - Brick/Pavers	5,900	SF	\$13.00	\$76,700.00	Nov-2016	11,300	SF	\$13.00	\$146,900.00	Nov-2016
Street Lighting	4	EA	\$7,000.00	\$28,000.00	Nov-2016					
Asphalt Street Repairs	1,800	SF	\$5.00	\$9,000.00	Nov-2016					
Tree Grates	2	EA	\$1,750.00	\$3,500.00	Nov-2016	11	EA	\$1,750.00	\$19,250.00	Nov-2016
<b>2. Earthwork</b>										
Rough Grading	10,000	SF	\$0.08	\$800.00	Apr-2016	38,000	SF	\$0.08	\$3,040.00	Apr-2016
Fine Grading	10,000	SF	\$0.15	\$1,500.00	Nov-2016	33,000	SF	\$0.15	\$4,950.00	Nov-2016
Export Cut	0					1,100	CY	\$10.00	\$11,000.00	Apr-2016
<b>3. Sanitary Sewer</b>										
Manholes	0	EA	\$3,900.00	\$0.00	Jul-2016					
Piping	50	LF	\$30.00	\$1,500.00	Jul-2016					
Connections	2	EA	\$2,400.00	\$4,800.00	Jul-2016					
<i>Green Trap ?</i>										
<b>4. Water Mains</b>										
Fire Suppression Line	15	LF	\$45.00	\$675.00	Jul-2016	30	LF	\$45.00	\$1,350.00	Jul-2016
Gate Valves	3	EA	\$1,500.00	\$4,500.00	Jul-2016					
Domestic Service Line	10	LF	\$30.00	\$300.00	Jul-2016	30	LF	\$30.00	\$900.00	Jul-2016
Connections	1	EA	\$2,400.00	\$2,400.00	Jul-2016					
<b>5. Storm Drainage</b>										
Manholes	1	EA	\$3,900.00	\$3,900.00	Jul-2016	1	EA	\$3,900.00	\$3,900.00	Jul-2016
Catch Basins	2	EA	\$3,600.00	\$3,600.00	Jul-2016	2	EA	\$3,600.00	\$7,200.00	Jul-2016
Piping	75	LF	\$35.00	\$2,625.00	Jul-2016	130	LF	\$35.00	\$4,550.00	Jul-2016
Connections	1	EA	\$2,400.00	\$2,400.00	Jul-2016					
R-Tanks & PVC perforated pipe						1	EA	\$76,000.00	\$76,000.00	Jun-2017
<b>6. Site Lighting</b>										
						11	EA	\$2,000.00	\$22,000.00	Jun-2017
<b>7. Erosion Control</b>										
Disturbed Area	10,000	SF	\$0.15	\$1,500.00	Jun-2017	38,000	SF	\$0.15	\$5,700.00	Jun-2017
<b>8. Landscaping</b>										
Street/Shade Trees	19	EA	\$450.00	\$8,550.00	Jun-2017	7	EA	\$450.00	\$3,150.00	Jun-2017
Flowering/Ornamental Trees						4	EA	\$375.00	\$1,500.00	Jun-2017
Shrubs						33	EA	\$80.00	\$2,640.00	Jun-2017
Perennials						92	EA	\$25.00	\$2,300.00	Jun-2017
Loam & Mulch	1,000	SF	\$3.50	\$3,500.00	Jun-2017	1,300	SF	\$3.50	\$4,550.00	Jun-2017
Loam & Seed						8,000	SF	\$0.75	\$6,000.00	Jun-2017
<b>Sub Total:</b>				\$186,000.00					\$341,880.00	
<b>2.0% of Sub Totals:</b>				\$3,720.00					\$6,837.60	
<b>Grand Total</b>				\$527,880.00						



Helen Donaldson &lt;hcd@portlandmaine.gov&gt;

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**Fw: AC Hotel Portland**

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**Ara Aftandilian** <aa.summit@prodigy.net>  
Reply-To: Ara Aftandilian <aa.summit@prodigy.net>  
To: Helen Donaldson <hcd@portlandmaine.gov>

Mon, Jun 4, 2018 at 5:40 PM

Nell,

This is the approved Striping Plan, showing the four crosswalks, Fore Street relining, and Hancock Street delineated parking spaces and loading zone.

I have had a lot of contact with Chris Branch and Keith Gray, and Chris got back to me today to confirm that we should do the three crosswalks now and not the one crosswalk across Fore, nor the Fore Street relining, due to the Ocean Gateway Garage project. He also confirmed that we should do the Hancock Street parking spaces and loading zone. This work will not be done prior to the Wednesday inspection and I want to confirm that this will not hold up granting a CO this week.

There is a long training process for this hotel, and right now we are scheduled to open on June 21, so I expect this striping work can be done prior to the 21st.

Can you please confirm this is acceptable.

Thanks.

Ara Aftandilian  
PO Box 394, Topsfield MA 01983  
978.887.3640 office  
978.325.2900 mobile

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