

July 29, 2013 13251

Ms. Carol Morrisette, Chair Portland Planning Board 389 Congress Street Portland, Maine 04101

Level III Site Plan Application The Bay House Phase II

Dear Carol:

On behalf of 113 Newbury Street, LLC we are pleased to submit the enclosed preliminary application for your review of The Bay House Phase II. Located on the westerly corner of Hancock and Newbury Streets, The Bay House Phase II is a four story structure fronting on Newbury Street. The building is a multi-family structure with 39 units, of which 7 are townhouse units on the ground level, with 32 flats situated on the upper floors. There are 42 parking spaces under and behind the building; a dumpster and bicycle racks are also located in this area. Enclosed is the completed application form, attachments and the preliminary plan set.

Responses to Barbara Barhydt's Memo Dated July 17, 2013

- 1. Enclosed are a revised application form, submittal checklist and additional review fees (\$1,475.00) for subdivision review. We are resubmitting the Project Description as Attachment A, and an updated Fire Code Summary as Attachment B. Please note that the applicant is now 113 Newbury Street, LLC.
- 2. Current evidence of right, title and interest is enclosed as Attachment C. This includes a purchase and sale agreement between Village Café Inc. and Gordon Reger & Demetrios Dasco; as well as an assignment of that contract from Reger and Dasco to 113 Newbury Street, LLC.
- 3. A zoning assessment, dimensional standards, dimensions requested and a bar scale have been added to the site plan.
- 4. A traffic assessment has been completed by William Eaton, PE, as is enclosed as Attachment D.
- 5. A summary of waiver requests and rationale is enclosed as Attachment E.
- 6. Evidence of financial capacity, provided via letter from East Boston Savings Bank, is enclosed as Attachment F.
- 7. A narrative and supporting calculations for stormwater management is enclosed as Attachment G. The proposed design of the stormwater system and discharge point into the City system is in accordance with direction received from David Margolis- Pineo.
- 8. Final plans will be stamped by professional surveyors, engineers and landscape architects at the time of final submittal.

In addition to these responses, we have revised the initial site plan in accordance with input received from Helen Donaldson and Chris Pirone from the Portland Fire Department, summarized as follows:

- A sidewalk has been added adjacent to the entrance driveway, in order to provide egress from the westerly stair vestibule to the Newbury Street sidewalk.
- Bicycle parking areas have been added to the site plan.
- Street trees and street lights have been added to the site plan. The street lights will comply with
 the City Lighting standards and will match those to be installed as part of the Phase I project.
 Smaller versions of these lights have been added to the parking area in the rear of the building.
 Lighting cut sheets are enclosed as Attachment H.
- Landscape planting areas have been added at the building entrances and in locations along Newbury Street; these areas do not encroach into the public right of way, and will soften/ enhance the aesthetic quality of the project. The transformer is screened from public areas using a combination of screen fencing and landscape plantings.
- Screen fencing has been added to the site plan at the westerly edge of the property and in the
 northeast corner of the site, as part of the buffering plan for the project. Cut sheets of the screen
 fence are enclosed as Attachment I. Attachment I also includes a photo of the modular block
 walls proposed at the rear of the site.
- As requested we contacted City Surveyor William Clark regarding the concern he raised about the
 rear property line. As a result we learned that Village Café, Inc. / Domenic Reali did indeed
 convey a portion of land along the rear property line to the abutting condominium lot, after
 Sebago Technics, Inc. completed its survey in 2005. We have now adjusted the rear boundary
 line accordingly; however, there may need to be fine tuning on the exact location when we have
 completed our updated survey research.

On behalf of the applicant, we are most grateful to the Planning Department and the Fire Department for comments received to date, and we look forward to advancing this application for public hearing as soon as possible.

Sincerely,

SEBAGO TECHNICS, INC.

William T. Conway, RLA, LEED AP Vice President, Landscape Architecture

WTC:isf

Cc: Demetri Dasco David White

PROJECT NAME: The Bay House	Phase 2
PROPOSED DEVELOPMENT ADDRESS:	
Newbyry Street	
PROJECT DESCRIPTION:	tory Residential Multi-Pex
CHART/BLOCK/LOT: 020 - DO13 020 - DO14 020 - D 015 020 - D 032 CONTACT INFORMATION:	PRELIMINARY PLAN 7-16-13 (date) FINAL PLAN 13-16 (date)
Applicant – must be owner, Lessee or Buyer	Applicant Contact Information
Name: 113 Newbury Street, uc	Work# Demetri Dagco G17,482,3000
Business Name, if applicable: Same	Home# V/A
Address: 35 Fay Street, 107B	Cell# N/A Fax# N/A
City/State: Booton MA Zip Code: 02/18	e-mail: dasco @ atlasboston.com
Owner – (if different from Applicant)	Owner Contact Information
Name: W/A	Work# NA
Address:	Home#
City/State : Zip Code:	Cell# Fax#
•	e-mail:
Agent/ Representative	Agent/Representative Contact Information
Name: William Convey, Selago Technics	Work# 207. 200, 2055
Address: 75 John Roberts Robel	Cell# 207, 205, 5271
City/State: So. Portland MEZip Code: 04106	e-mail: Wconway @ Sebago technics, con
Billing Information	Billing Information
Name: Same as applicant	Work# See Applicant Contact Into
Address:	Cell# Fax#
City/State : Zip Code:	e-mail:

Engineer	Engineer Contact Information
Name: Jebago Technics, Inc.	Work# See Agent Confact Info Cell# Fax#
Address:	Cell# Fax#
City/State : Zip Code:	e-mail:
Surveyor	Surveyor Contact Information
Name: Selago Technics, Inc.	Work# See Agent Contact Info Cell# Fax#
Address:	Cell# V Fax#
City/State : Zip Code;	e-mail:
Architect	Architect Contact Information
Name: David M. White	Work# 603 - 494 - 086
Address:	Cell# Fax#
City/State : Zip Code:	e-mail:
Attorney	Attorney Contact Information
Name: NA	Work# NA
Address:	Cell# Fax#
City/State : Zip Code:	e-mail:

APPLICATION FEES:

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

Level III Development (check applicable reviews)	Other Reviews (check applicable reviews)
Less than 50,000 sq. ft. (\$500.00) 50,000 - 100,000 sq. ft. (\$1,000) 100,000 - 200,000 sq. ft. (\$2,000) 200,000 - 300,000 sq. ft. (\$3,000) over \$300,00 sq. ft. (\$5,000) Parking lots over 11 spaces (\$1,000) After-the-fact Review (\$1,000.00 plus applicable application fee)	Traffic Movement (\$1,000) Stormwater Quality (\$250) Subdivisions (\$500 + \$25/lot) # of Lots x \$25/lot = Site Location (\$3,000, except for residential projects which shall be \$200/lot) # of Lots x \$200/lot =
The City invoices separately for the following: - Notices (\$.75 each) - Legal Ad (% of total Ad) - Planning Review (\$40.00 hour) - Legal Review (\$75.00 hour) Third party review is assessed separately. Plan Amendments (check applicable reviews) Planning Staff Review (\$250) Planning Board Review (\$500)	Other Change of Use Flood Plain Shoreland Design Review Housing Replacement Historic Preservation

APPLICATION SUBMISSION

All site plans and written application materials must be submitted in digital format. Each plan shall be submitted as a separate file and named as noted on page 12. In addition, one (1) paper set of the plans (full size), one (1) paper set of plans (11 x 17), written materials, and application fee must be submitted to the Planning Division Office to start the review process.

Submissions shall include one (1) paper packet with folded plans containing the following materials:

- 1. One (1) full size set of plans that must be folded.
- 2. One (1) copy of all written materials 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.
- A stamped standard boundary survey prepared by a registered land surveyor at a scale not less than one inch to 50 feet.
- Plans and maps based upon the boundary survey and containing the information found in the attached sample plan checklist.
- 5. Copy of the checklist completed for the proposal listing the material contained in the submitted application.
- 6. One (1) set of plans reduced to 11 x 17.

Refer to the application checklist for a detailed list of submittal 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: www.portlandmaine.gov Copies of the ordinances may be purchased through the Planning Division.

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 III 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:
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PROJECT DATA

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

Total Area of Site	30, 492 sq. ft.		
Proposed Total Disturbed Area of the Site	30 492 sq. ft.		
If the proposed disturbance is greater than one acre, then the appl	icant shall apply for a Maine Construction General Permit		
(MCGP) with DEP and a Stormwater Management Permit, Chapter	500, with the City of Portland		
Impervious Surface Area			
Impervious Area (Existing)			
Impervious Area (Proposed)	30,492 sq.ft.		
mipo vious Area (Froposed)	27, 492 sq. ft.		
Building Ground Floor Area and Total Floor Area			
Building Footprint (Existing)	O sq. ft.		
Building Footprint (Proposed)	17, 395 sq. ft.		
Floor Area (Existing)	Ø sq. ft.		
Floor Area (Proposed)	60, 005 sq. ft.		
	49 007 34.16		
Zoning			
Existing	BZb		
Proposed, if applicable	BZb		
Land Use			
Existing	VACANT LOT		
Proposed	REGIDENTIAL		
	ROSID-VIII VIII-		
Residential, If applicable			
Residential Units (Existing)	6		
Residential Units (Proposed)	39		
# Number of Lots (Proposed)			
Affordable Housing Units (Proposed)	O		
Efficiency Units (Proposed)	6		
One-Bedroom Units (Proposed)			
Two-Bedroom Units (Proposed)	34 MK		
Three-Bedroom Units (Proposed)			
Parking Spaces			
Parking Spaces (Existing)	D		
Parking Spaces (Proposed)	42		
Handicapped Spaces (Proposed)	3		
The state of the s			
Bicycle Parking Spaces	0		
Bicycle Spaces (Existing)	0		
Bicycle Spaces (Proposed)	16		
Estimated Cost of Project	de so a ha		
	\$ 12.6 M		

General Submittal Requirements – Preliminary Plan (Optional) Level III Site Plan

Preliminary Plan Phase Check list (if elected by applicant) Applicant **Pianner** Number of **Written Submittal Requirements** Checklist Checklist Copies 1 Completed application form 1 Application fees 1 Written description of project See Attachierd Evidence of right, title and interest. See Attachnout C 1 1 Copies of required State and/or Federal permits. 1 Written assessment of proposed project's compliance with applicable zoning requirements. Cover letter 1 Site Pan Notes 1 Written description of existing and proposed easements or other 1 Written requests for waivers from individual site plan and/or technical standards, where applicable. Attachment E 1 Traffic analysis (may be preliminary, in nature, during the preliminary П plan phase). Lee Attachment D 1 Written summary of significant natural features located on the site. UIA П Written summary of project's consistency with related city master plans. Attack A 1 1 Neighborhood Meeting Material (refer to page 13 of this application.) **Applicant Planner** Number of Site Plan Submittal Requirements Checklist Checklist Copies 1 Boundary Survey meeting the requirements of Section 13 of the City of X Portland Technical Manual. Stellminary Site Plan Including the following (Sinformation provided may 1 X is prefiminary an hoture auring prefimiliary plan phasen Existing and proposed structures with distance from property line (including location of proposed piers, docks or wharves if in Shoreland Zone). Location of adjacent streets and intersections and approximate location of structures on abutting properties. Proposed site access and circulation. П Proposed grading and contours. Location and dimension of existing and proposed paved areas including all parking П areas and vehicle, bicycle and pedestrian access ways. Preliminary landscape plan including existing vegetation to be preserved, proposed site landscaping and street trees. Existing and proposed utilities (preliminary layout). Preliminary infrastructure improvements (e.g. - curb and sidewalk improvements, roadway intersection modifications, utility connections, transit infrastructure, roadway improvements). Preliminary stormwater management and erosion control plan. Existing significant natural features located on the site (including wetlands, ponds, П watercourses, floodplains, significant wildlife habitats and fisheries or other important natural features listed in Section 14-526 (b) 1. of the Land Use Code). natural features listed in Section 14-526 (b) 1. of the Land Use Code). A Proposed alterations to and protection measures for significant natural features П located on the site (including wetlands, ponds, watercourses, floodplains, significant wildlife habitats and fisheries or other important natural features listed in Section 14-526 (h)1 of the Land Use Code) 526 (b)1, of the Land Use Code). Existing and proposed easements or public or private rights of way. K.

General Submittal Requirements – Final Plan (Required) Level III Site Plan

Final Plan Phase Check list (including items listed above in General Requirements for Preliminary Plan, if applicant did not elect to submit for a preliminary plan review)

Applicant Checklist	Planner Checklist	Number of Copies	Written Submittal Requirement
Ď-		1	Evidence of financial and technical capacity.
8 -		1	Evidence of utilities' capacity to serve the development. At Fine How
五		1	Written summary of fire safety (referencing NFPA fire code and Section 3 of the City of Portland Technical Manual).
)		1	Construction management plan. At Firel Alam.
A		1	Traffic Plan (if development will (1) generate 100 or more PCE or (2) generate 25 or more PCE and is located on an arterial, within 1/2 mile of a high crash location, and/or within ¼ mile of an intersection identified in a previous traffic study as a failing intersection).
D .		1	Stormwater management plan.
A	0	1	Written summary of solid waste generation and proposed management of solid waste.
X		1	Written assessment of conformity with applicable design standards. Atlah A
ß		1	Manufacturer's verification that HVAC and manufacturing equipment meets applicable state and federal emissions requirements.

PO924	🎎 Final Plan Phase 🧓 👢	and the second of the second o
		1 Jinal-Sife Plan Including the following
		 Existing and proposed structures on the site with distance from property line (including location of proposed piers, docks or wharves if in Shoreland Zone).
		 Location of adjacent streets and intersections and approximate location of structures on abutting properties.
		Proposed site access and circulation.
		Proposed grading and contours.
		 Location and dimension of existing and proposed paved areas including all parking areas and vehicle, bicycle and pedestrian access ways. Proposed curb lines must be shown.
		 Proposed loading and servicing areas, including applicable turning templates for delivery vehicles
		Proposed snow storage areas or snow removal plan.
		Proposed trash and recycling facilities.
		 Landscape plan including existing vegetation to be preserved, proposed site landscaping and street trees.
		 Existing and proposed utilities.
	0	 Location and details of proposed infrastructure improvements (e.g curb and sidewalk improvements, roadway intersection modifications, utility connections, public transit infrastructure, roadway improvements).
		 Proposed septic system, if not connecting to municipal sewer. (Portland Waste Water Application included in this application)
		Proposed finish floor elevation (FFE).
		 Exterior building elevation(s) (showing all 4 sides).
		 Proposed stormwater management and erosion controls.
		Exterior lighting plan, including street lighting improvements
Dept. of P	lanning and Urban Development	Portland City Hall ~ 389 Congress St. ~ Portland, ME 04101 ~ ph (207)874-8721 or 874-8719 - 8 -

	Proposed signage.
- 🗆	 Identification of existing significant natural features located on the site (including wetlands, ponds, watercourses, floodplains, significant wildlife habitats and fisheries or other important natural features listed in Section 14-526 (b)1. of the Land Use Code). Wetlands must be delineated.
0	Proposed alterations to and protection measures for of existing significant natural features located on the site (including wetlands, ponds, watercourses, floodplains, significant wildlife habitats and fisheries or other important natural features listed in Section 14-526 (b)1. of the Land Use Code).
	Total area and limits of proposed land disturbance. Total area and limits of proposed land disturbance.
	 Soil type and location of test pits and borings.
	 Details of proposed pier rehabilitation (Shoreland areas only).
	 Existing and proposed easements or public or private rights of way.

CITY OF PORTLAND WASTEWATER CAPACITY APPLICATION

Department of Public Services, 55 Portland Street, Portland, Maine 04101-2991

7-16-13

Date:



Mr. Frank J. Brancely, Senior Engineering Technician, Phone #: (207) 874-8832, Fax #: (207) 874-8852, E-mail:fjb@portlandmaine.gov

1. Please, Submit Utility, Site, and Locus Plans.
Site Address: Low where Street 1st MD - DOIS AND DOIS
(Regarding addressing, please contact Leslie Kayner, either at 756-8346, or at LMK@portlandmaine.gov) Chart Block Lot Number:
Proposed Use: PES IDENTIAL
Decigios I leaves
Existing Sanitary Flows: Q GPD & GPD Industrial (complete part 4 below)
Existing Process Flows: O GPD # Governmental
Description and location of City sewer, at proposed building Residential
sewer lateral connection: Other (specify)
New Supy STPEOT
Clearly, indicate the proposed connection, on the submitted plans. See Grading / Utility Plan
2. Please, Submit Domestic Wastewater Design Flow Calculations.
Estimated Domestic Wastewater Flow Generated:
Peaking Factor/ Peak Times:
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)
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. 3. Please, Submit Contact Information. Owner/Developer Name: Owner/Developer Address: Phone: Coll - UPD - 3006 Fax: The street - UC - Dewelon' Das colleged - 1018 Fax: The street - UC - Dewelon' Das
4. Please, Submit Industrial Process Wastewater Flow Calculations Estimated Industrial Process Wastewater Flows Generated: Do you currently hold Federal or State discharge permits? Is the process wastewater termed categorical under CFR 40? OSHA Standard Industrial Code (SIC): Peaking Factor/Peak Process Times: OSHA Standard Industrial Code (SIC): (http://www.osha.gov/oshstats/sicser.html)
Note: On the submitted plans, please show the locations, where the building's sanitary, and process water sewer laterals, exit the facility, where they enter the city's sewer, the location of any control manholes, wet wells, or other access points, and the locations of any filters, strainers, or grease traps.