



**Stantec Consulting Services Inc.**  
482 Payne Road Scarborough Court, Scarborough ME 04074-8929

July 22, 2016

**Ms. Barbara Barhydt**

Planning and Development Department  
City of Portland, Maine  
389 Congress Street  
Portland, Maine 04101-3509

**Subject: Application for Level II Site Plan Application  
191 Marginal Way  
Map 24/Block C/Lot 21 & Map 25/Block B/Lot 9**

Dear Barbara:

On behalf of Earl W. Noyes & Sons (Applicant), our office is pleased to provide the accompanying package of submission materials for a Level II Site Plan Application. This submission package is intended to meet the City's Level II Site Plan Submission requirements as outlined in the Level II Site Plan Application procedures as well as Section 14-527 (c) of the Code of Ordinances. The applicant is proposing redevelopment of the NAPA/ AAA site located at 191 Marginal Way (Tax Map 24, Block C, Lot 21 & Tax Map 25, Block B, Lot 9) into a mixed-use medical office and retail use. The applicant is the long time property owner and is proposing to redevelop the property to include ConvenientMD as an anchor tenant along with ancillary retail space. The existing NAPA building will be renovated while the AAA garage space will be demolished and replaced with a new addition to provide a total GLA of 17,355 SF. Parking and access to the building will be provided from Marginal Way. This project will involve site work construction including building and foundation demolition, new parking area construction, utilities construction including improved water, drainage, power, and/or communications extensions into the building, and landscaping. The development site is located within the Urban Commercial Business B-7 Zone and the medical office and retail are allowed uses.

The applicant is seeking Planning Department Approval to allow commencement of construction as soon as possible.

Accompanying this cover letter are the following materials:

- Level II Site Plan Application
- Section 1: Written Description of Project
- Section 2: Evidence of Right, Title and Interest
- Section 3: Evidence of Technical and Financial Capacity
- Section 4: Utility Coordination
- Section 5: Fire Safety
- Section 6: Construction Management Plan
- Section 7: Solid Waste



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- Section 8: Written Assessment of Proposed Project's Compliance with Applicable Zoning and Land Use Requirements
- Section 9: Verification of the Proposed Project's HVAC Equipment

You will find in the accompanying materials, information including the Preliminary Site Layout Plan and various site plans that provide greater detail for the site development activities. We have also included preliminary building elevations by CWS Architects for the proposed building. Preliminary information pertaining to the project's utilities needs and statements regarding compliance with the City's Standards are contained within this submission.

The Development Team expects to continue to work with City Officials/Representatives on both the onsite and offsite components including but not limited to:

- Coordination with Public Services representatives on new service connections for the proposed building; and
- Coordination on new sidewalk construction along the frontage of the site.

On behalf of Earle W. Noyes & Sons, we look forward to your assistance on the project and we look forward to the nearest available workshop meeting with Planning Staff. The submission materials have been uploaded to the City of Portland's e-plan site for review. We have requested the application fee of \$400.00 be delivered to you under separate cover by a representative of the applicant.

If you have any questions regarding this submission, please contact our office.

Sincerely,

**STANTEC CONSULTING SERVICES INC.**

A handwritten signature in black ink that reads "Stephen R. Bushey".

STEPHEN R. BUSHEY, P.E.

Associate

Tel: 207-887-3478

[Stephen.bushey@stantec.com](mailto:Stephen.bushey@stantec.com)

Attachments

c: Peter Noyes, Earl W. Noyes & Sons  
Paul Ureneck, CBRE Boulou Asset Management  
Ben Walfer, CWS Architects