



Tuck O'Brien
City Planning Director, Planning Division

October 12, 2017

Gene Ardito
cPort Credit Union, Inc
50 Riverside Industrial Parkway
Portland, ME 04103

Steve Blais, P.E
Blais Civil Engineers
27 Gorham Road
Scarborough, ME 04074

Project Name: cPort Credit Union Project ID: 2017-130
Address: 50 India Street CBL: 028 P023001
Applicant: cPort Credit Union, Inc.
Planner: Caitlin Cameron, Urban Designer

Dear Mr Ardito and Mr. Blais:

On October 12, 2017, the Planning Authority approved a Level II Site Plan application for the cPort Credit Union mixed use building at 50 India Street. The four-story building includes commercial space for the credit union on the first two floors and one residential unit occupying the upper two floors. The decision is based upon the application, documents and plans as submitted. The proposal was reviewed for conformance with the standards of Portland's Site Plan Ordinance and the India Street Form Based Code.

SITE PLAN REVIEW

The Planning Authority found the plan to be in conformance with the site plan standards of the Land Use Code, subject to the following conditions of approval prior to the issuance of a building permit, unless otherwise state:

1. The applicant shall contribute \$14,300 to the implementation of the Franklin Street improvements based upon a trip level of 22 trips (Tom Errico, P.E. final review, Attachment 1).
2. The applicant shall submit the Department of Public Work's confirmation that the proposed stormwater connection is acceptable (Lauren Swett, P.E. final review Attachment 2).
3. The final detail of the detectable warning panel shall be shown on the final plans (Sheet C-301 Detail 3), subject to the Department of Public Works selecting a final technical manual specification.
4. The street lights provided by applicant shall be LED with a color temperature of 3000 K.
5. Per the condition of approval from the Historic Preservation review, the applicant shall obtain a sign permit for the installation of all signs associated with the project prior to the issuance of a certificate of occupancy (Attachment 3, Historic Preservation Approval Letter).

6. The Construction Management Plan is approved with the following conditions to be met prior to building permit:
 - 1) The proposed temporary crossings shall be ADA compliant and located to minimize parking and local business impacts.
 - 2) The contractor shall coordinate with adjacent construction on India Street to ensure a clear pedestrian route is maintained.
 - 3) Department of Public Works reserves the right to make revisions to the Construction Management Plan (working with the contractor) based on real observations and in the best interest of public safety.
7. 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 cPort Credit Union, Inc. to the City of Portland; and
 - b. License from the City of Portland to cPort Credit Union, Inc. for canopies extending into the public right-of-way; and
 - c. License from the City of Portland to cPort Credit Union, Inc. for foundation footings on India and Middle Streets.

The approval is based on the submitted plans for application for 2017-130.

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

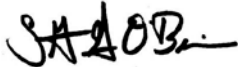
plans must be submitted to and approved by the Planning and Urban Development Department and Public Works Department prior to the release of a building permit, street opening permit or certificate of occupancy for site plans. If you need to make any modifications to the approved plans, you must submit 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 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.)
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,



Stuart G. O'Brien
City Planning Director

Attachments:

1. Staff Memo – Traffic, Tom Errico
2. Staff Memo – Civil, Lauren Swett
3. Staff Memo – Historic Preservation, Deb Andrews
4. Staff Memo – Public Works, Keith Gray
5. Level II Site Plan approved drawing set
4. Performance Guarantee Packet

Electronic Distribution:

cc: Jeff Levine, AICP, Director of 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 Services Manager, Public Works
Keith Gray, Senior Engineer, Public Works
Doug Roncarati, Stormwater Coordinator, Public Works
Greg Vining, Associate Engineer, Public Works
Michelle Sweeney, Associate Engineer, Public Works
John Low, Associate Engineer, Public Works
Jane Ward, Administration, Public Works
Rhonda Zazzara, Field Inspection Coordinator, Public Works
Jeff Tarling, City Arborist, Public Works
Jeremiah Bartlett, Public Works
Keith Gautreau, Fire
Danielle West-Chuhta, 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



Barbara Barhydt <bab@portlandmaine.gov>

50 India Street - Final Traffic Comments

1 message

Tom Errico <thomas.errico@tylin.com>

Fri, Sep 22, 2017 at 2:49 PM

To: Barbara Barhydt <bab@portlandmaine.gov>

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

Hi Barbara – The following is a status update on previous comments and represents Final Traffic Comments.

- The applicant shall provide a trip generation estimate for the development. The City has been requiring financial contributions towards implementation of the Franklin Street adopted improvements and a contribution amount will be estimated in the future.

Status: The applicant has provided a PM peak hour trip generation estimate according to ITE methods. I find the estimate to be reasonable. As estimated, the project is expected to generate 34 weekday PM peak hour trips. Based upon trip generation estimates provided by the applicant, the applicant shall contribute \$22,100 towards implementation of adopted improvements to Franklin Street.

Final Status: The applicant has provided an updated trip generation estimate. While I do not fully support the justification for the reduction for captured trips, I do believe adjustment to the original trip generation estimate is acceptable. The reduction to account for multi-modal and pass-by trips is reasonable, which corresponds to a reduced trip level of 22 trips. The contribution method accounts for area trip assignment. The revised contribution amount is \$14,300.

- I will provide guidance regarding on-street parking time limit regulations in the future. The applicant is proposing three 15-minute parking spaces, with two on Middle Street and one on India Street.

Status: Based upon direction from City staff, it is recommended that one of the on-street parking spaces on Middle Street have a 1-hour time limit regulation (9am to 5pm to match adjacent regulations) and the space closest to India Street have a 15-minute time limit (8am to 6pm). The parking space on India Street shall have a 15-minute time limit regulation.

Final Status: The plans have been revised and I have no further comment.

- The applicant is closing a driveway on Middle Street. The applicant should note that Middle Street in this area is a Pavement Moratorium Street and therefore the curbing work that is proposed may result in Moratorium fee requirements. Coordination with City staff is suggested on this item.

Status: The applicant has coordinated with DPW on this issue and I have no further comment.

Final Status: I have no further comment.

- It is my understanding that Bruce Hyman will be providing guidance on the corner ADA ramp and crosswalk design.

Status: I have no further comment.

Final Status: I have no further comment.

If you have any questions, please contact me.

Best regards,

Thomas A. Errico, PE
Senior Associate
Traffic Engineering Director

TYLIN INTERNATIONAL

12 Northbrook Drive

Falmouth, ME 04105

+1.207.781.4721 main

+1.207.347.4354 direct

+1.207.400.0719 mobile

+1.207.781.4753 fax

thomas.errico@tylin.com

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"One Vision, One Company"

MEMORANDUM



TO: Caitlin Cameron, Planner
FROM: Lauren Swett, P.E.
DATE: September 25, 2017
RE: 50 India Street – cPort Credit Union, Level II Site Plan Review Response to Comments

Woodard & Curran has reviewed the response to comments for the proposed cPort Credit Union Project located at 50 India Street in Portland, Maine. The project involves construction of a four-story multi-use building located in the Historic District of Portland and includes landscaping and brick sidewalk improvements.

Documents Reviewed by Woodard & Curran

- Response to Comments and attachments, dated September 6, 2017, prepared by Blais Civil Engineers, on behalf of cPort Credit Union Project.
- Engineering Plans, dated August 29, 2017, prepared by Blais Civil Engineers, on behalf of cPort Credit Union Project.

Comments *Comments from prior memos included in italics.*

1. The City of Portland requires that all Level II site plan applications 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 (Technical Manual, Section 5. II. Applicability in Portland. C. a. and City of Portland Code of Ordinances Sec. 14-526. Site plan standards. (b). 3. b.). The project is in compliance with the standards as follows:
 - a) Basic Standards: 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 Standards: The project will result in an overall reduction of impervious area. As such, the project is not required to include any specific stormwater management features for stormwater quality control.
 - c) Flooding Standards: The project will result in an overall reduction of impervious area. As such, the project is not required to include any specific stormwater management features to control the rate or quantity of stormwater runoff from the site.
2. *The Applicant has noted that they have discussed the stormwater connection with John Emerson, and that he is continuing to review and may provide additional comments. DPW approval of the stormwater connection is pending.*
3. *The Applicant has noted that an ability to serve letter for water service is pending. The Applicant should confirm that an application for sewer capacity has been submitted and provide the ability to serve authorization when it is available. Ability to serve for sewer is pending.*
4. All other prior comments have been addressed.

CITY OF PORTLAND, MAINE

HISTORIC PRESERVATION BOARD

Scott Benson, Chair
Bruce Wood, Vice Chair
Robert O'Brien
Penny Pollard
Julia Sheridan
John Turk

September 25, 2017

Gene Ardito
cPort Credit Union
50 Riverside Industrial Parkway
Portland, Maine 04103

RE: 50 India Street, proposed new construction

Dear Mr. Ardito:

This office, in consultation with the Historic Preservation Board, has approved a number of design modifications to your previously approved proposal for new construction at 50 Thames Street. (The original proposal was approved with conditions by the Historic Preservation Board on July 12, 2017.)

Subsequent to the July approval, you submitted revised drawings in response to the Historic Preservation Board's conditions of approval. Additional design revisions to the India Street fenestration and entry were proposed as well. Following a series of design iterations and consultation with members of the Historic Preservation Board, staff has approved the revised design proposal as shown in elevations and renderings submitted September 12, 2017 (attached hereto). This approval is made with the following condition:

- A sign permit will be required for the installation of all signs associated with the project.

Construction is to be carried out as shown on the plans and specifications submitted 9/12/17. Changes to the approved plans and specifications and any additional work that may be undertaken must be reviewed and approved by this office prior to construction, alteration, or demolition. If, during the course of completing the approved work, conditions are encountered which prevent completing the approved work, or which require additional or alternative work, you must apply for and receive a Certificate of Appropriateness or Non-Applicability PRIOR to undertaking additional or alternative work.

This Certificate is granted upon condition that the work authorized herein is commenced within twelve (12) months after the date of issuance. If the work authorized by this Certificate is not

commenced within twelve (12) months after the date of issuance or if such work is suspended in significant part for a period of one year after the time the work is commenced, such Certificate shall expire and be of no further effect; provided that, for cause, one or more extensions of time for periods not exceeding ninety (90) days each may be allowed in writing by the Department.

Sincerely,

A handwritten signature in black ink, appearing to read "Deborah Andrews". The signature is written in a cursive, slightly slanted style.

Deborah Andrews
Historic Preservation Program Manager

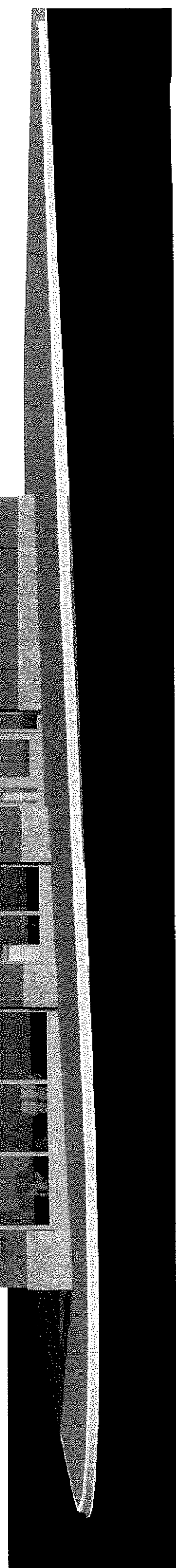
Cc: Diedre Pio, Gawron Turgeon Architects
Kevin Downing, Gawron Turgeon Architects

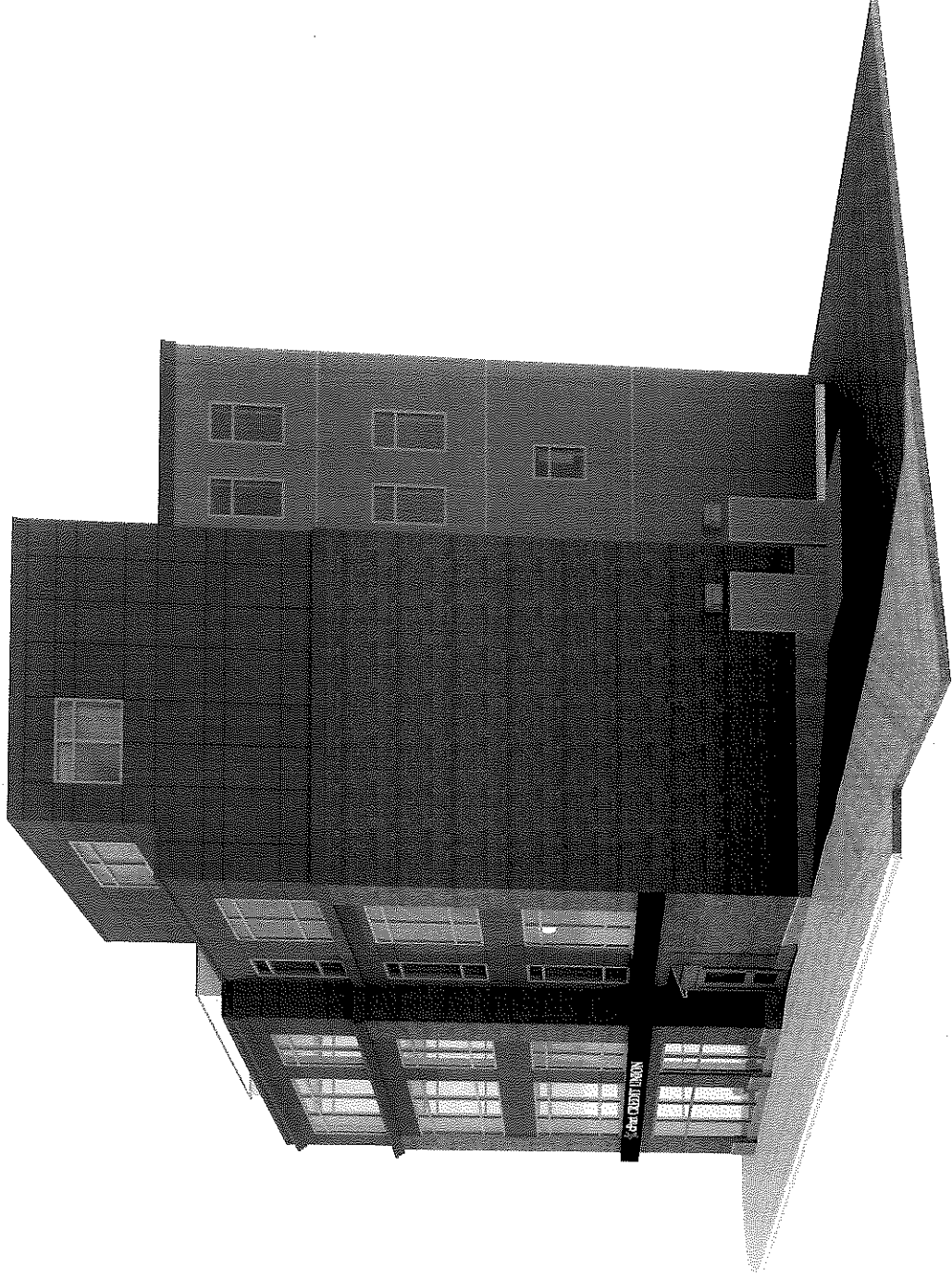






★ cPort CREDIT UNION





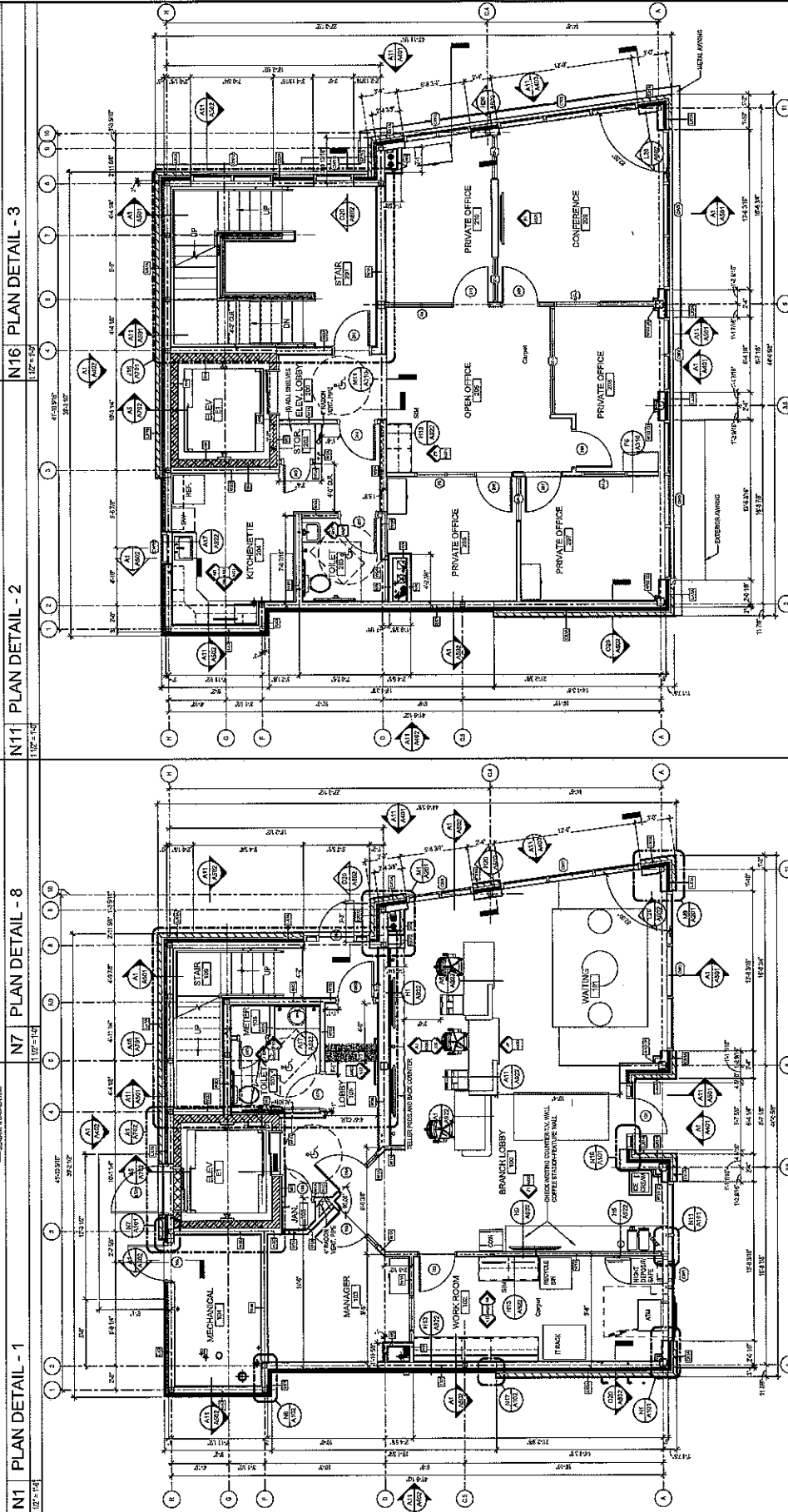
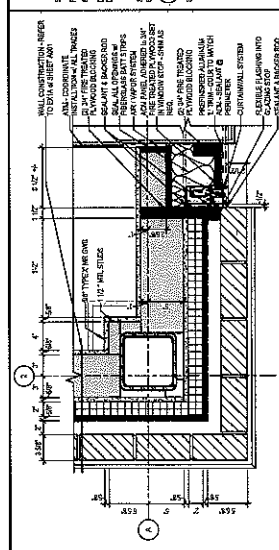
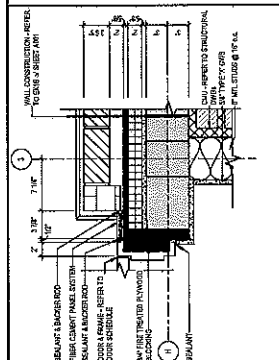
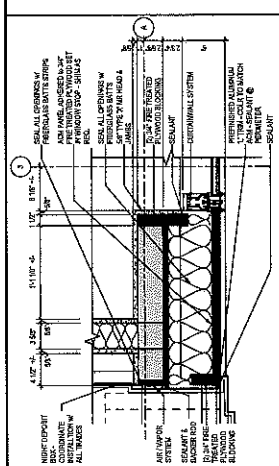
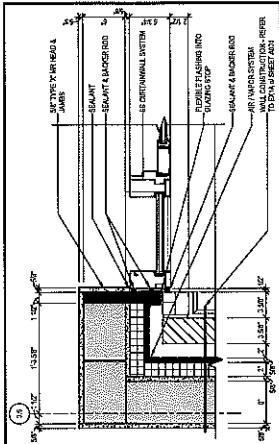
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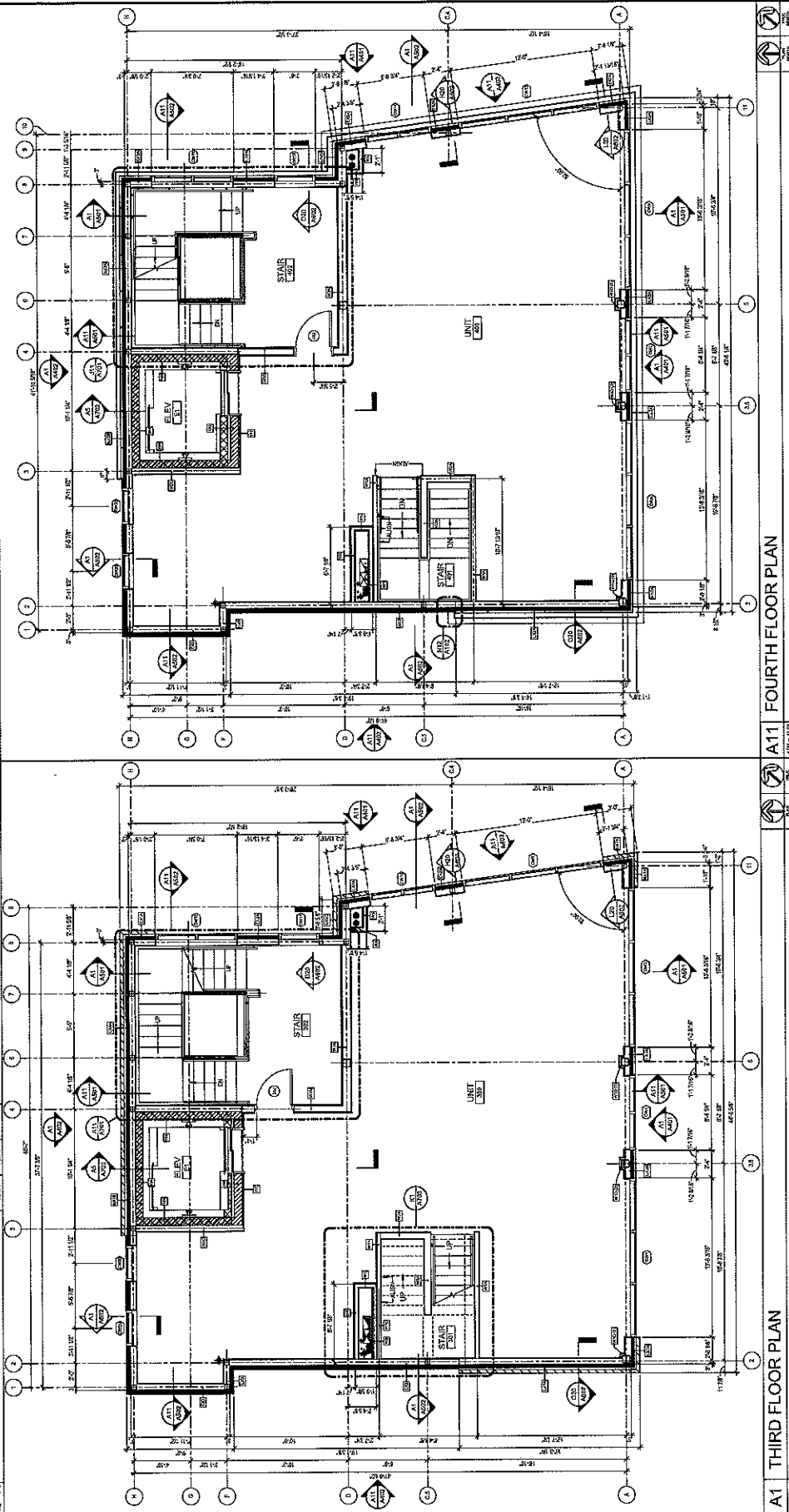
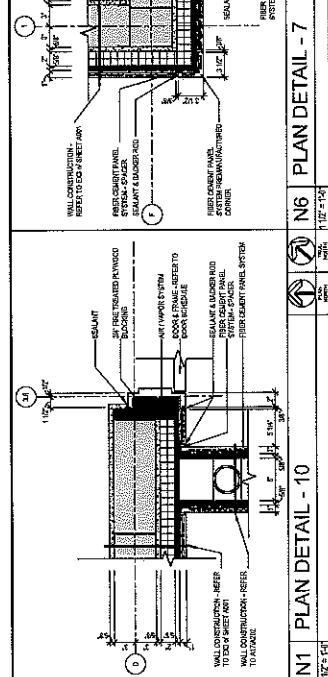
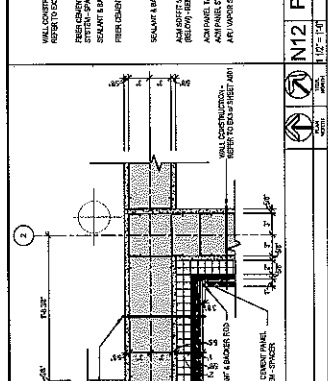
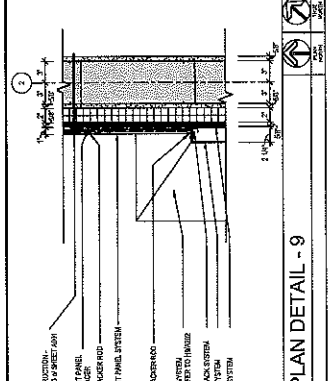
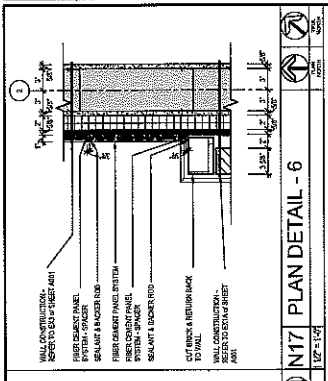


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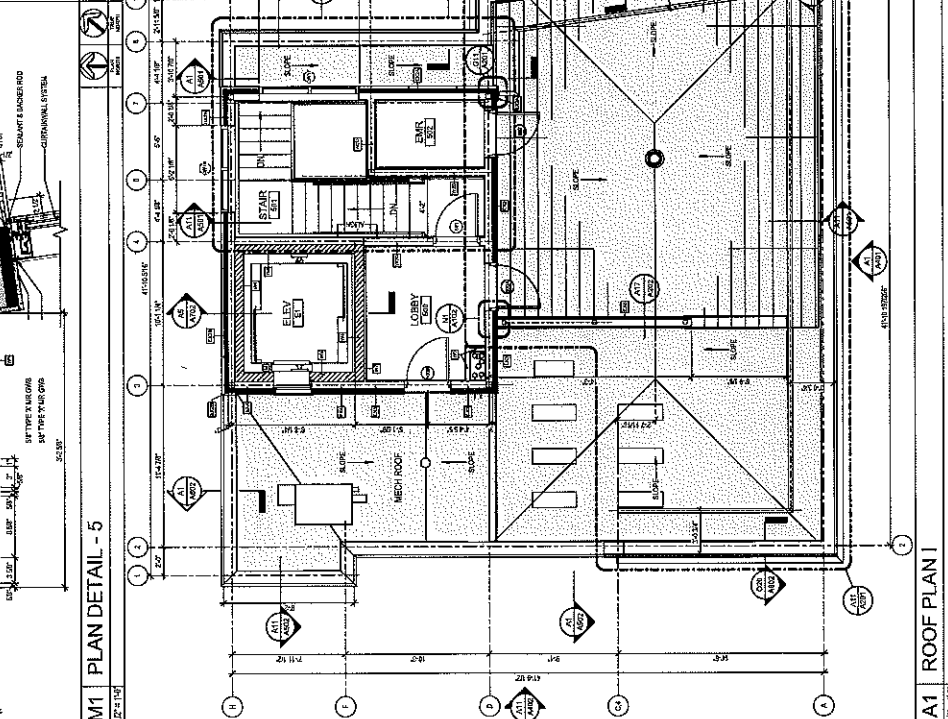
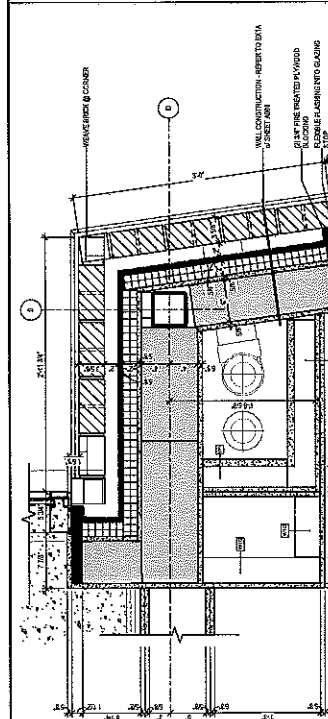
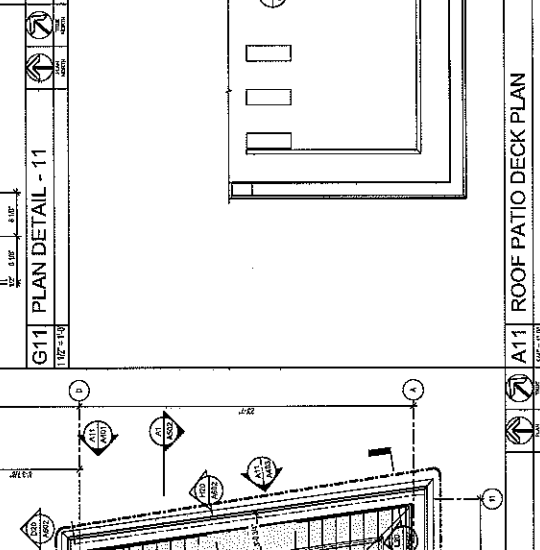
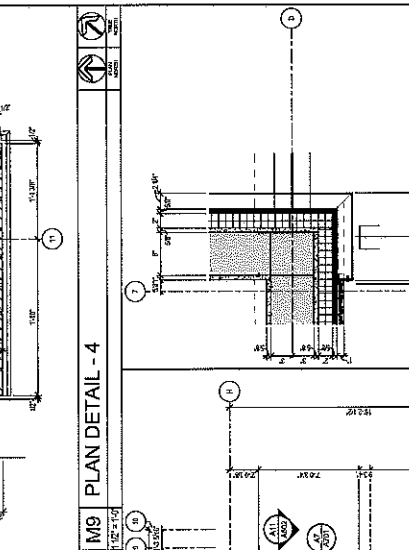
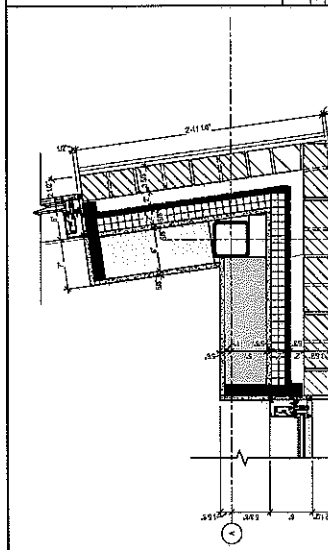
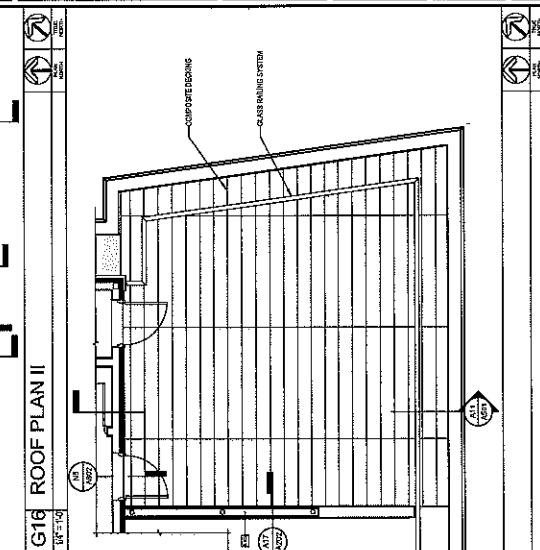
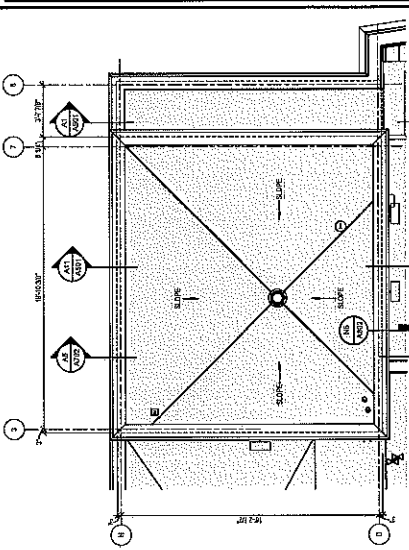
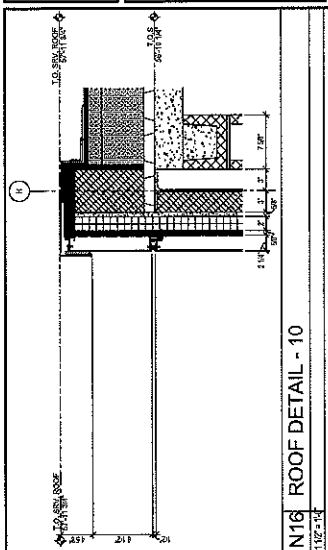
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GAWRON TURGEON ARCHITECTS PC
 24 BLACK POINT ROAD
 PORTLAND, MAINE 04101
 WWW.GAWRONTURGEON.COM

Port Credit Union
 35 Middle & 50 India Street
 Portland, Maine

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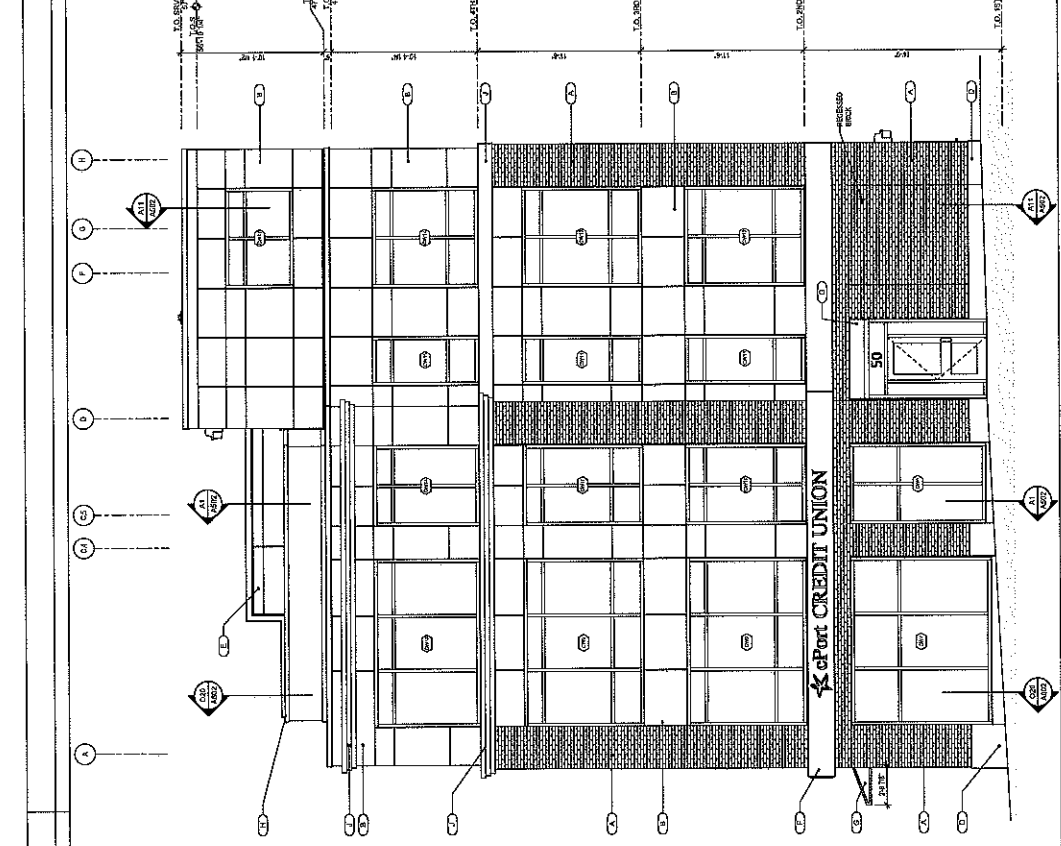
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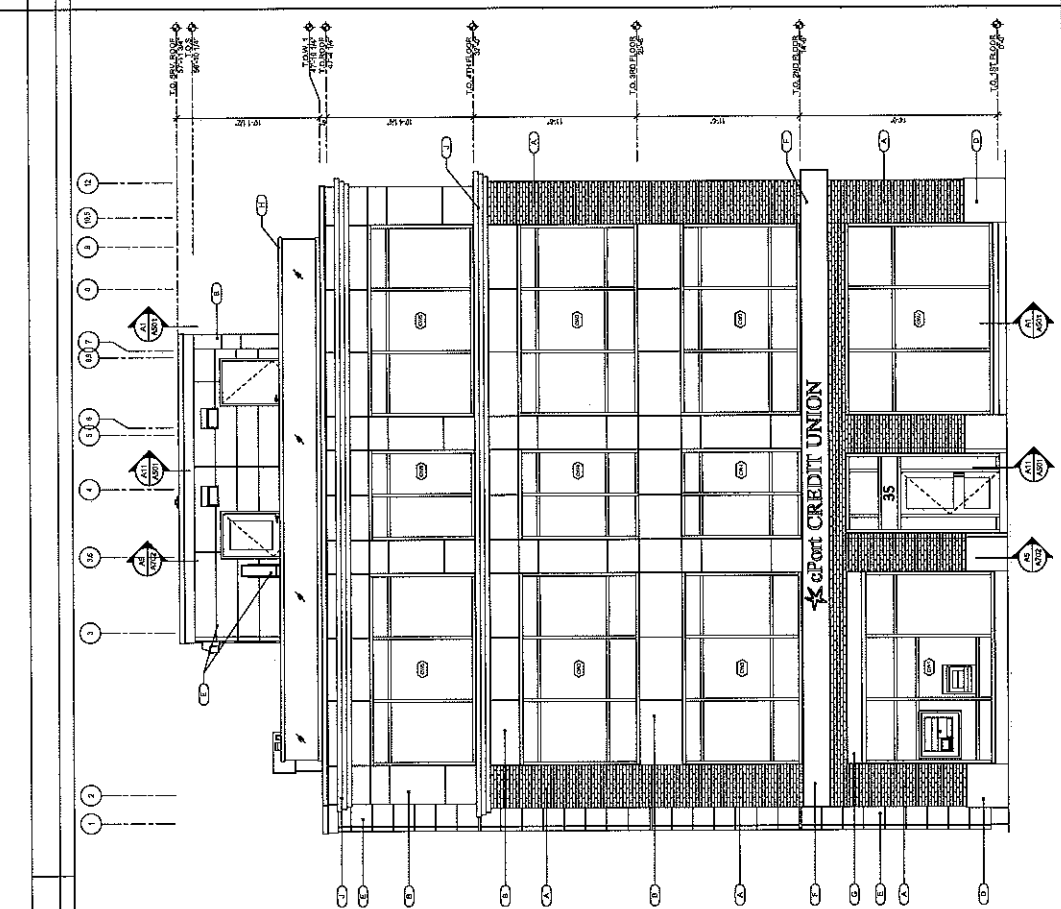
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 - (99) 1/2" METAL PANEL - REPAIR TO EXISTING METAL PANEL - CLASS B BRIDGE
 - (100) 1/4" METAL PANEL - REPAIR TO EXISTING METAL PANEL - CLASS B BRIDGE



A11 BUILDING ELEVATIONS
 1/8" = 1'-0"



A1 BUILDING ELEVATIONS
 1/8" = 1'-0"

A402

BUILDING ELEVATIONS

DATE:	03/17
PROJECT #:	0001
DESIGNED BY:	DP
CHECKED BY:	DP
SCALE:	As Shown

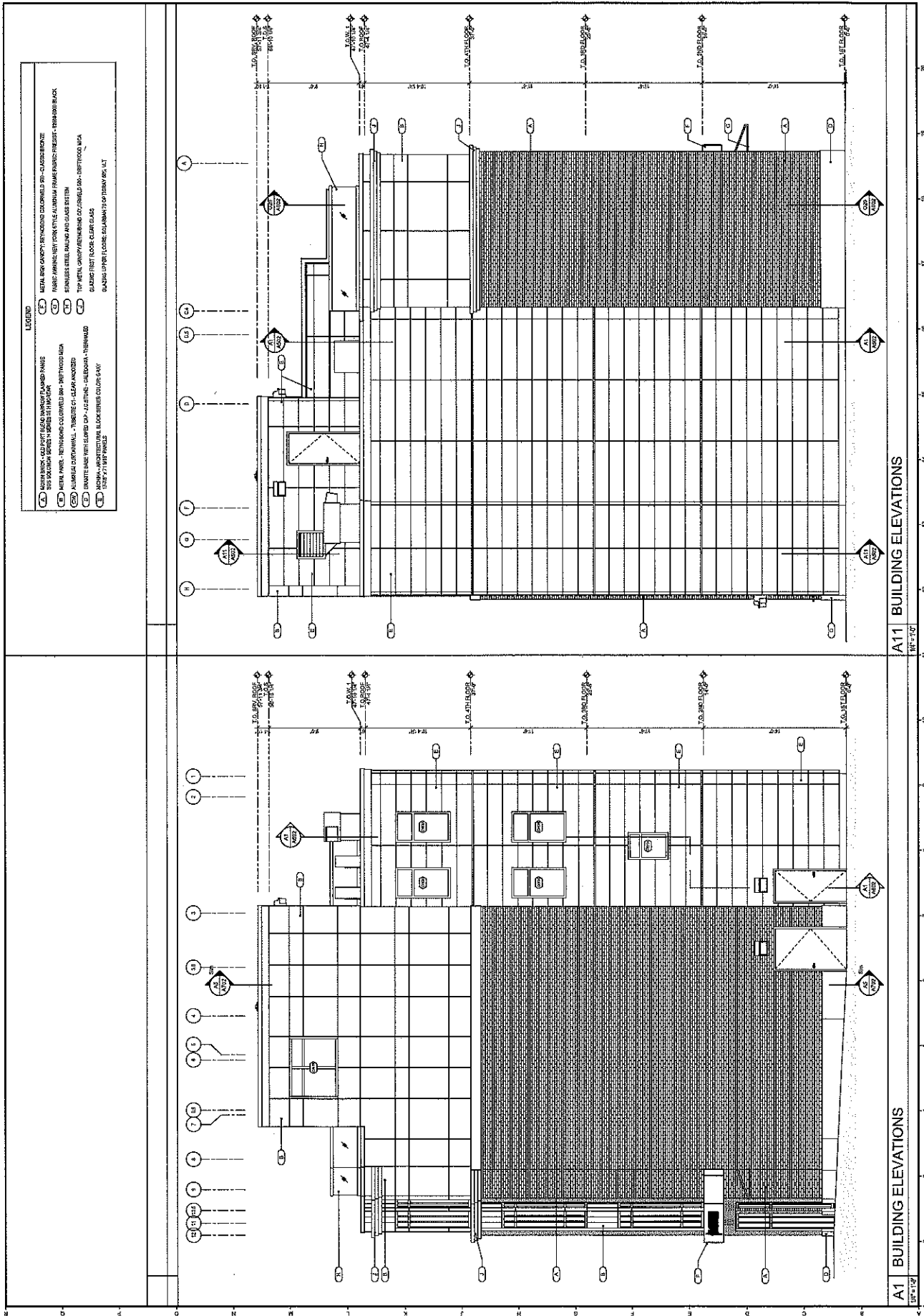
REVISIONS	
NO.	DESCRIPTION

cPort Credit Union
 35 Middle & 50 India Street
 Portland, Maine

GAWRON TURGEON ARCHITECTS PC
 77 BLACK PINE ROAD
 PORTLAND, MAINE 04107
 WWW.GAWRONTURGEON.COM

LEGEND

(A) METAL PANEL - 400 SHORT LEAD HORIZONTAL FLUORESCENT PANELED	(E) METAL PANEL - 400 SHORT LEAD HORIZONTAL FLUORESCENT PANELED
(B) METAL PANEL - 400 SHORT LEAD HORIZONTAL FLUORESCENT PANELED	(F) METAL PANEL - 400 SHORT LEAD HORIZONTAL FLUORESCENT PANELED
(C) METAL PANEL - 400 SHORT LEAD HORIZONTAL FLUORESCENT PANELED	(G) METAL PANEL - 400 SHORT LEAD HORIZONTAL FLUORESCENT PANELED
(D) METAL PANEL - 400 SHORT LEAD HORIZONTAL FLUORESCENT PANELED	(H) METAL PANEL - 400 SHORT LEAD HORIZONTAL FLUORESCENT PANELED



A11 BUILDING ELEVATIONS

A1 BUILDING ELEVATIONS

Memo

To: Caitlin Cameron - Planner
From: Keith Gray, PE – Senior Engineer, DPW
Date: September 21, 2017
Re: 50 India Street (2017-130) cPort CU – Level II Site Plan Application

The following comments/concerns are in regards to the Level II Site Plan Application prepared by Blais Civil Engineers, on behalf of the applicant, cPort Credit Union, LLC. with last plan revision submitted on September 1, 2017. Please feel free to contact me with questions. Thank you.

Construction Management Plan:

- The applicant has submitted a Construction Management Plan (CMPlan) prepared by Landry/French Construction Company.
 - The plan indicates that Middle Street will be reduced to one-way traffic. We recommend the following:
 - Middle Street is approximately 44.5 feet wide including parking. This allows for two (2) 11-foot travel lanes, a 5-foot temporary sidewalk and an 11.5-foot construction area. The street occupancy would include the 11.5 feet plus the sidewalk width.
 - The plan indicates that India Street and Middle Street sidewalks will be closed.
 - We support sidewalk closures on both streets provided that 5-foot wide temporary sidewalks are in place. This will include the occupancy of 2 to 3 parking spaces.
 - In general, DPW does not support the occupancy of a sidewalk and/or street for an extended period of time. The applicant shall revise the CMPlan to specify the duration required for each occupancy and construction sequences shall be scheduled to minimize the duration of any street occupancy.