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■ PERMITTING
■ AIRPORT ENGINEERING
■ SITE PLANNING
■ CONSTRUCTION ADMINISTRATION

MEMORANDUM

DATE: October 2, 2012
TO: Shukria Wiar, City Planner
FROM: Steve Bushey
SUBJECT: 119 Exchange, Press Herald Building Hotel Conversion

Shukria,

The accompanying letter of intent between Metro Media Properties, LLC and 119 Development LLC outlines the agreement for the use of fifty (50) parking spaces at the 385 Congress Street parking lot, formerly occupied by Gannett Publishing and the Portland Press Herald.

Parking Requirements

According to Section 14-332 (c) of the land use ordinance, hotels shall require one (1) parking space for each four (4) guest rooms. The proposed hotel conversion includes 110 guests rooms for a parking requirement of 28 spaces. The proposed building use also includes an 80 seat restaurant space. The Code requires one space per 150 SF of floor area not used for bulk storage or food preparation. The preliminary floor plans indicate a restaurant space consisting of less than 2,000 SF of dining floor area. This equates to a parking requirement of 14 spaces. Based on the Hotel and restaurant uses the total parking requirement is 42 spaces. By providing an agreement for at least 50 spaces at the nearby 385 Congress Street site, the applicant appears to meet the parking supply requirements per the Code. As is customary with downtown uses, we also expect that patrons to the Hotel and restaurant may use other nearby parking resources, including short term on street parking and longer term surface and structured parking lots. It is anticipated that the Hotel operator will offer valet parking service to patrons thus aiding with routine parking demand and orderly handling of parking needs.

Existing Conditions

We note the following with respect to the on-street parking immediately surrounding the building:

- On Exchange Street there are currently seven (7) spaces, three of which are metered and the remaining unmetered. It is understood there are 4 unmetered spaces because the installation of the meter posts in the sidewalk may have conflicted with the basement space roof which lies below a portion of the Exchange Street sidewalk. The project

proposal includes the installation of a curblin bump out in front of the building's Exchange Street entrance. This will eliminate at least one parking space.

- Currently there are three (3) unmetered parking spaces along Federal Street.
- Market Street currently contains eleven (11) unmetered angled parking spaces. Again the installation of meters is precluded due to the basement space below the sidewalk. There is also loading/unloading space along the Market Street frontage. This space is expected to remain for use by the Hotel operator; however, dimensionally it may be modified to potentially provide one or two additional parking spaces. The applicant is also interested in discussing with City officials the potential to re-orient the angled parking so as to require all vehicles to back into the spaces, thus potentially improving safety. We also want to consider the placement of additional bicycle racks along at least the Market Street sidewalk.
- There currently is no parking along the Congress Street frontage and the applicant is not proposing any.

Moving forward, we expect to provide some additional conceptual sidewalk improvement plans detailing some of the items discussed above in the near future. We trust that this information helps with the understanding of parking demand and supply conditions for the project.

Attachment – Letter of Intent

Srb/jn3143.01/admin/permitting/2012-10-02 Wiar parking.doc