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**CC:** David Margolis-Pineo <DMP@portlandmaine.gov>, Katherine Earley <KAS@portlandmaine.gov>, Jeff Tarling <JST@portlandmaine.gov>, Jeremiah Bartlett <JBartlett@portlandmaine.gov>  
**Date:** 9/5/2012 2:07 PM  
**Subject:** Canal Plaza Hotel

Nell - The following summarizes my preliminary comments following a review of the site plan and traffic study for the project.

\* I concur with the conclusions of the trip generation analysis that the project will generate less than 100 passenger-equivalent trips and therefore a Traffic Movement Permit is not required.

\* I concur with the conclusions of the traffic study that the Union Street/Fore Street intersection can accommodate the added traffic from the development.

\* It is my suggestion that left-turn movements entering the hotel on Fore Street be prohibited due to long vehicle queues on Fore Street (from the Union Street traffic signal). In my professional opinion signage alone will not be sufficient treatment for enforcing this prohibition. The applicant should investigate geometric alignment changes for the driveway and possible treatments on Fore Street for restricting left-turn entry movements.

\* The applicant should conduct an analysis as to whether the radius on the corner of the Union Street/Fore Street intersection abutting the project site can be reduced in size. The City is interested in reducing the radius such that improved pedestrian accommodations can be incorporated including provision of preferred sidewalk ramp alignment. I would note that the City would be open to minor vehicle encroachment, if necessary.

\* The applicant should provide a detailed summary of truck deliveries, including what type of vehicles are expected, and how they will access the rear loading dock. An "auto-turn" analysis should be provided.

\* I continue to review the parking analysis. It is my understanding from the City's Parking Manager, contractually the subject parking garage is to set aside 100 parking spaces for general users at all times. This requirement should be included in the analysis. Additionally, the City's Parking Manager indicated that there is information on monthly parking usage. The applicant should review that information as part of assessing parking supply adequacy. Lastly, it was suggested to the applicant that local parking data was collected by the Hampton Inn that would provide another data source in estimating parking demand. I believe this local data would be a good indicator of parking needs. The applicant should contact the Planning Department for acquiring this information.

\* I have reviewed the TDM Plan and find the program to be acceptable.

\* The applicant should provide a Construction Management Plan for review and approval.

\* The applicant should consider pavement treatment methods for differentiating the sidewalk pedestrian path crossing each driveway. This will help to ensure that vehicles queuing in the drop-off area will not block the sidewalk during busy time periods.

\* Given the location of the entry to the Hotel, I am concerned that there will be the tendency for guests to park directly next to the door, thus contributing to back-ups onto Fore Street. The applicant should provide information on how drop-offs will be managed.

\* The angle of the pavement markings for the at-grade passenger loading zone should be reversed.

\* The applicant will be responsible for design and implementation of signal equipment modifications on the corner of the Union

Street/Fore Street intersection (in conjunction with changes on the corner). In addition, other signal improvements will be required to ensure the signal meets current standards and is upgraded such that it is functioning as efficiently as possible. I will define the recommendations in the future.

\* On-street metered parking spaces will be lost on Union Street. This change will require council action and the applicant will be responsible for providing all supporting information for the inclusion in the council submission.

If you have any questions, please contact me.

Best regards,

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