

## Administrative Authorization Decision

**Name:** Hannaford Supermarket –  
**Address:** 295 Forest Avenue  
**Project Description:** freestanding mobile recycling unit

**Criteria for an Administrative Authorizations:**

(See Section 14-523 (4) on page 2 of this application)

**Applicant's Assessment**  
 Y(yes), N(no), N/A

**Planning Division**  
 Use Only

a) Is the proposal within existing structures?	yes	No- it is a freestanding recycle center that is movable
b) Are there any new buildings, additions, or demolitions?	no	Yes, a new clynk recycling structure
c) Is the footprint increase less than 500 sq. ft.?	yes	yes
d) Are there any new curb cuts, driveways or parking areas?	no	no
e) Are the curbs and sidewalks in sound condition?	yes	yes
f) Do the curbs and sidewalks comply with ADA?	yes	yes
g) Is there any additional parking?	no	No – five spaces will be lost for the location of the facility
h) Is there an increase in traffic?	no	No – see submission – Traffic Engineer concurs with summary
i) Are there any known stormwater problems?	no	no
j) Does sufficient property screening exist?	yes	yes
k) Are there adequate utilities?	yes	yes
l) Are there any zoning violations?	no	no
m) Is an emergency generator located to minimize noise?	n/a	n/a
n) Are there any noise, vibration, glare, fumes or other impacts?	no	no

Tom Errico, Consulting Traffic Engineer, reviewed the material and had the following comments:

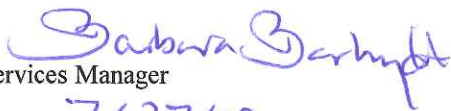
I have reviewed the applicant's information and I find their response to be acceptable. My only comment is that the area next to the proposed building should be available so vehicles exiting parking spaces can easily turn around when exiting the small parking lot (the space where the building is being located was designed for a vehicle turn around). I do not want vehicles backing up into the main circulation aisle.

The Administrative Authorization for the freestanding mobile recycling unit was approved by Barbara Barhydt, Development Review Services Manager on July 27, 2012 with the following condition(s) of approval listed below:

1. The area next to the proposed building should be available so vehicles exiting parking spaces can easily turn around when exiting the small parking lot.
2. The existing landscaping shall be retained as a buffer.
3. The proposed setback of 8 feet meets the zoning setback requirement for accessory structures, according to Ann Machado, Zoning Specialist.
4. The applicant shall obtain all required City Permits, including building permits from the Inspection Division (874-8703) and any other permits required from the Department of Public Services (874-8801) prior to the start of any construction.

Barbara Barhydt  
 Development Review Services Manager

Date of Approval:

  
 7/27/12



# Administrative Authorization Application

Portland, Maine

Planning and Urban Development Department, Planning Division

PROJECT NAME:   Hannaford Supermarket  

PROJECT ADDRESS:   295 Forest Ave.   CHART/BLOCK/LOT:   034A-C-001-001  

APPLICATION FEE:   X   (\$50.00)

PROJECT DESCRIPTION: (Please Attach Sketch/Plan of the Proposal/Development)

  Freestanding mobile recycling unit  

### CONTACT INFORMATION:

#### OWNER/APPLICANT

Name:   Hannaford Bros. Co.  

Address:   PO Box 1000    
  Portland, ME 04104  

Work #:   (207) 885-2092  

Cell #: \_\_\_\_\_

Fax #: \_\_\_\_\_

Home #: \_\_\_\_\_

E-mail:   bmckenney@hannaford.com  

#### CONSULTANT/AGENT

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Work #: \_\_\_\_\_

Cell #: \_\_\_\_\_

Fax #: \_\_\_\_\_

Home #: \_\_\_\_\_

E-mail: \_\_\_\_\_

#### Criteria for an Administrative Authorization:

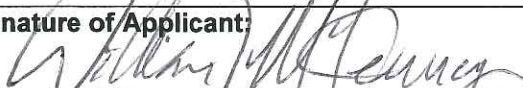
(see section 14-523(4) on pg .2 of this appl.)

#### Applicant's Assessment

Y(yes), N(no), N/A

- a) Is the proposal within existing structures?   yes
- b) Are there any new buildings, additions, or demolitions?   no
- c) Is the footprint increase less than 500 sq. ft.?   yes
- d) Are there any new curb cuts, driveways or parking areas?   no
- e) Are the curbs and sidewalks in sound condition?   yes
- f) Do the curbs and sidewalks comply with ADA?   yes
- g) Is there any additional parking?   no
- h) Is there an increase in traffic?   no
- i) Are there any known stormwater problems?   no
- j) Does sufficient property screening exist?   yes
- k) Are there adequate utilities?   yes
- l) Are there any zoning violations?   no
- m) Is an emergency generator located to minimize noise?   n/a
- n) Are there any noise, vibration, glare, fumes or other impacts?   no

**RECEIVED**  
**JUL 24 2012**  
City of Portland  
Planning Division

Signature of Applicant: 	Date: <u>  7/20/12  </u>
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**IMPORTANT NOTICE TO APPLICANT:** The granting of an Administrative Authorization to exempt a development from site plan review does not exempt this proposal from other required approvals or permits, nor is it an authorization for construction. You should first check with the Building Inspections Office, Room 315, City Hall (207)874-8703, to determine what other City permits, such as a building permit, will be required.



July 20, 2012

HANNAFORD SUPERMARKETS

Barbara Barhydt  
Portland City Hall  
389 Congress Street  
Portland, Maine 04101

RE: Hannaford Supermarket  
295 Forest Avenue

Dear Barbara:

Hannaford Bros. Co. is proposing to relocate our Clynk bottle and can recycling area from the vestibule in our store to a freestanding unit on the site. Enclosed is an Administrative Authorization Application, site plan, attendant information, and a check in the amount of \$50 for the application fee.

Thank you for meeting with Staff recently to discuss our plan. In response to your questions and request for additional information, we offer the following:

While structural drawings have not yet been developed for this prototype unit, the Clynk unit will be similar to a prefabricated shipping container, and will be located within the existing paved area on the site. There is an existing vegetative buffer which we agree to maintain. The buffer has been added to the site plan, see attached. The unit will be offset from the property line eight feet. Since the unit is movable, we trust that building setbacks do not apply.

Our intent is to relocate the bottle and can recycling area away from the main entrance to our store. The Clynk operation will not change, it will simply be moved to the new location. Racks filled with bottles and cans will be wheeled out of the unit via the overhead door to a Clynk service truck. Similar to the existing operation, we anticipate that pick up will occur approximately three times per day. We are not anticipating an increase in traffic, as the recycling area is provided as a convenience to existing Hannaford customers. The freestanding Clynk in Scarborough is primary used by Hannaford customers, and we anticipate the same use for the Portland location.

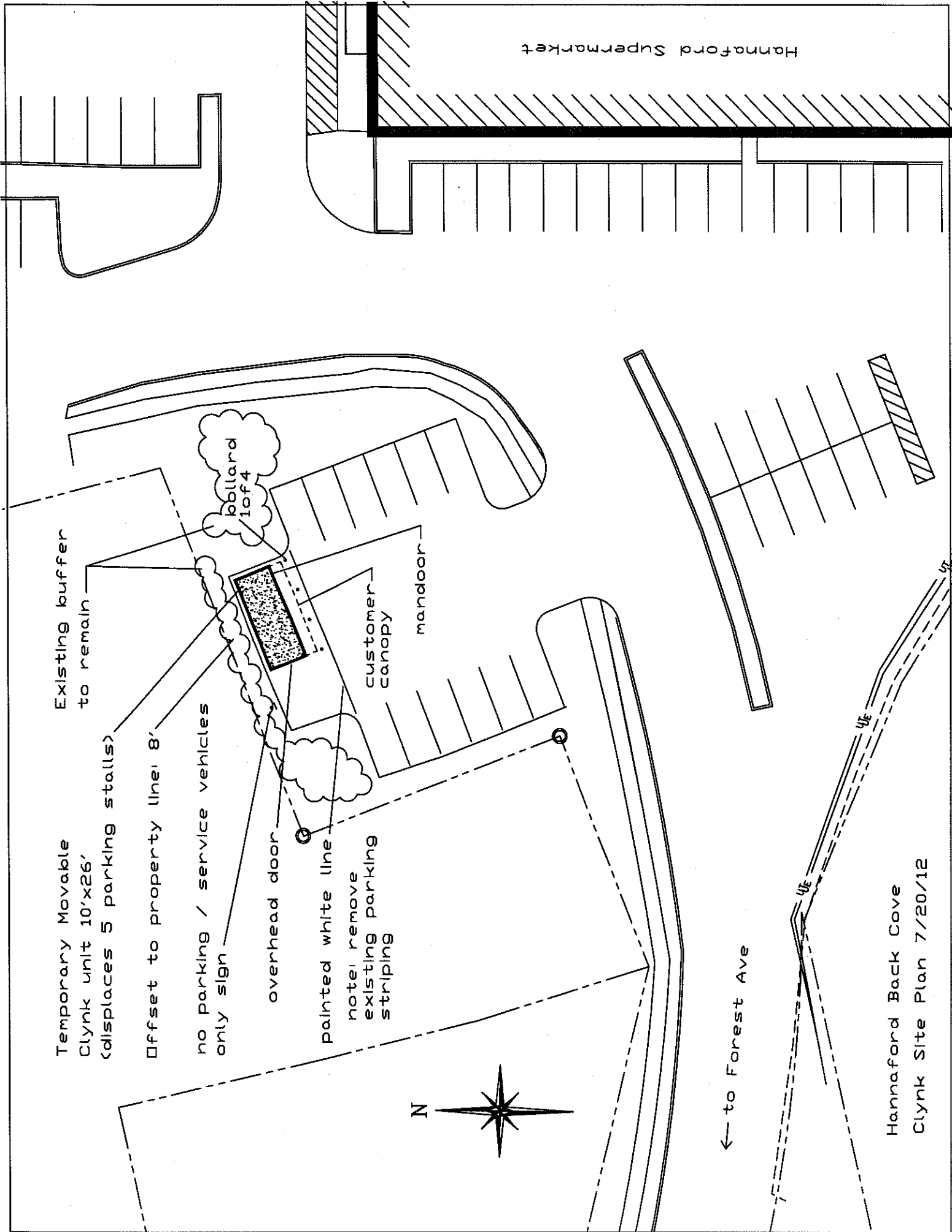
This is an experimental effort, and as such, we may discontinue its use at some point in the future. As the unit is movable, we may choose to relocate it to another part of the site, depending in part on customer feedback. If that is the case, we will contact the city to discuss our plans.

We respectfully request administrative approval of our proposal. Let me know if I can answer any questions. I can be contacted at (207) 885-2092.

Sincerely,

William E. McKenney  
Hannaford Bros. Co.

Hand delivered with enclosures



Hannahford Supermarket

Existing buffer  
to remain

Temporary Movable  
Clynk unit 10'x26'  
(displaces 5 parking stalls)

Offset to property line 8'

no parking / service vehicles  
only sign

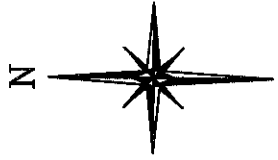
overhead door

bollard  
1of4

painted white line  
note: remove  
existing parking  
striping

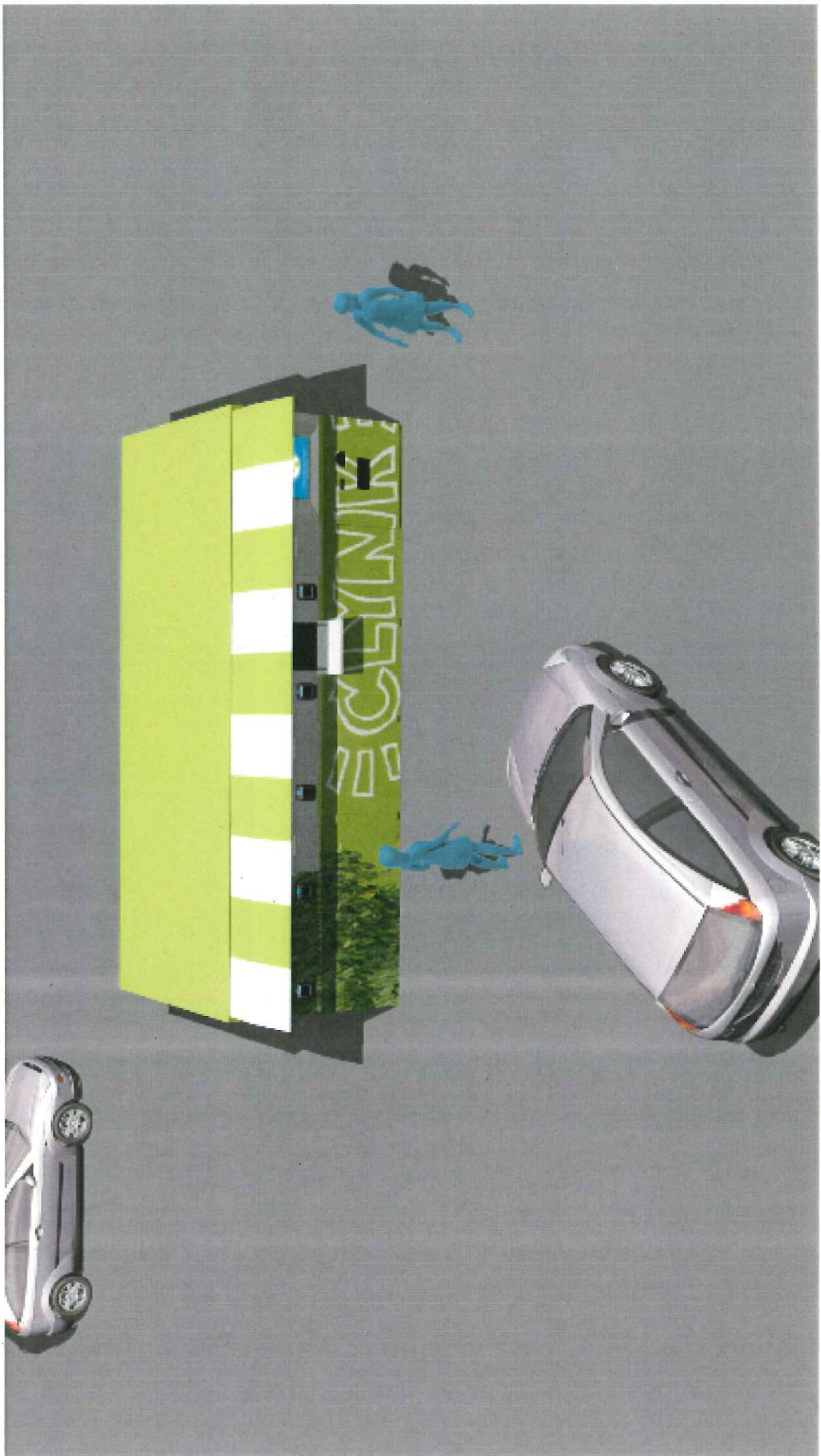
customer  
canopy

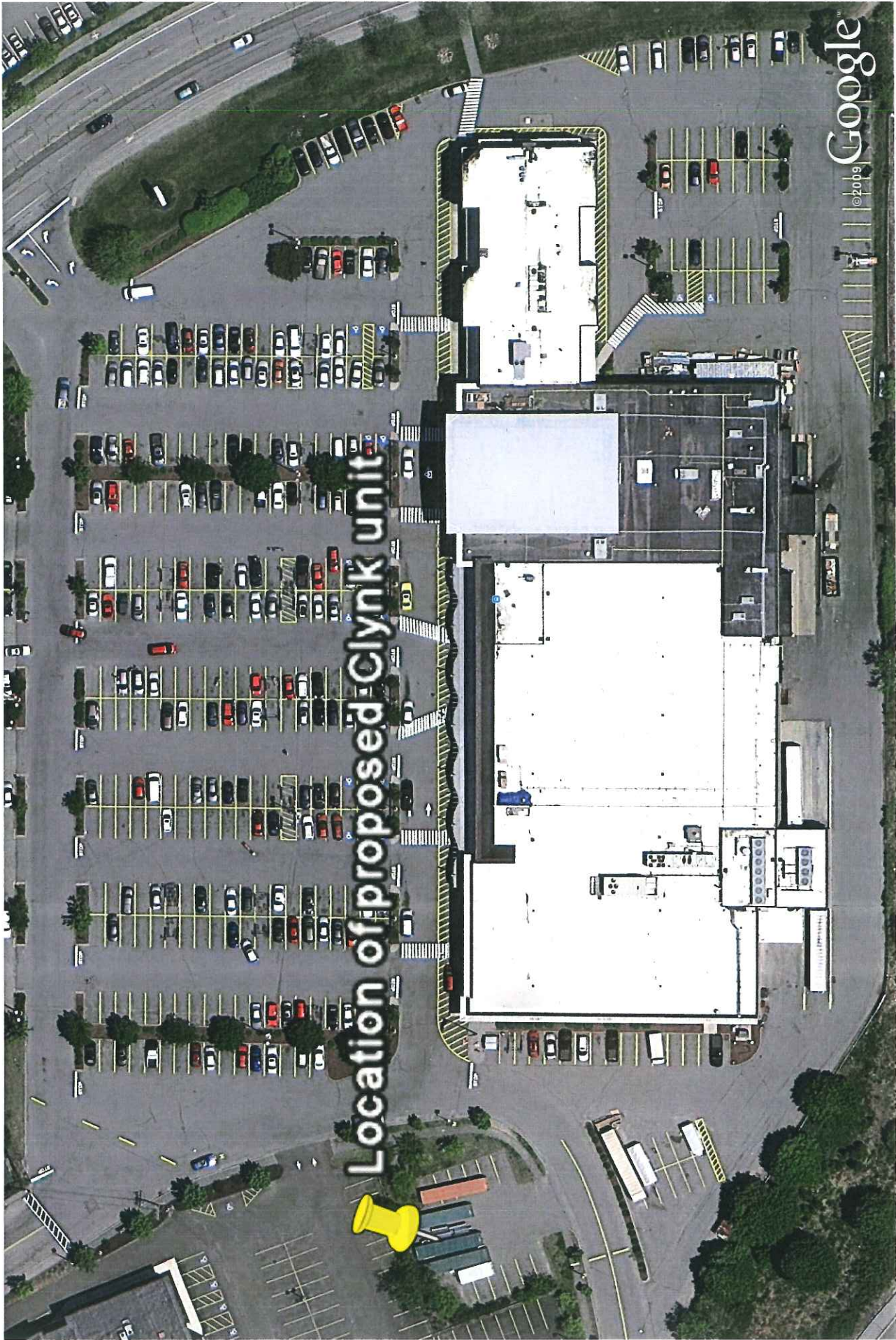
mandoor



← to Forest Ave

Hannahford Back Cove  
Clynk Site Plan 7/20/12





Location of proposed Clynk unit

©2015 Google

**From:** <bmckenney@hannaford.com>  
**To:** Barbara Barhydt <BAB@portlandmaine.gov>  
**Date:** Thursday, July 26, 2012 1:51 PM  
**Subject:** Hannaford - recycling

Barbara,

I received your voice message regarding your staff meeting yesterday, thank you for the feedback. I will look on-line to see if I can find the building permit application and I will submit it soon. Who should I submit it to when I drop it off at city hall?

Thank you for letting me know about the setback, and that our proposal is in conformance (5' is required, and we are proposing 8')

In response to the remaining question regarding traffic:

When we converted to Clynk in Scarborough, we did see an increase in bottle and can returns, which had been projected as part of the business model. Customers prefer the Clynk approach, as it is more convenient: Fill a Clynk bag with bottles and cans, deposit the bag at the store, then Clynk sorts and counts the bottles, and we credit your account with the value of the bottle returns. With Hannaford's old system, customers would need to sort the bottles and cans themselves at the store, and insert each individually into the crushing machines, a process that could take several minutes. The process was messy and smelly for customers. Since we already have Clynk in Portland, we are not projecting an increase in use, and therefore, there is no projected increase in traffic. The reason for moving Clynk outside the store is that we'd prefer to have the recycling activity location away from the main entrance to our store. This is what we did when we remodelled our Scarborough store, and we want to do the same as part of our current remodel of the Portland store.

I would also note that, despite the fact that Scarborough experienced a higher volume of bottle returns when we converted to Clynk, it did not result in more traffic. That is because some of the existing Hannaford customers who used to take their bottles elsewhere, started using Clynk at Hannaford. So instead of driving to the grocery store with an empty trunk, they added the Clynk bag to their trunk, and brought it with them on their weekly shop. (This is not to say that there will not be some people who are not customers of Hannaford who will be new users of the freestanding Clynk, but not enough to cause traffic issues, based on our experience in Scarborough). If there are remaining concerns about traffic, I would welcome you or your traffic engineer to visit the Scarborough store. We have had no traffic problems with the freestanding Clynk, and you will be able to see that this is the case firsthand. I hope this helps. Feel free to contact me any time.

Thanks,  
Bill

**Barbara Barhydt - RE: Hannaford - recycling**

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**From:** Tom Errico <thomas.errico@tylin.com>  
**To:** Barbara Barhydt <BAB@portlandmaine.gov>  
**Date:** Friday, July 27, 2012 8:17 AM  
**Subject:** RE: Hannaford - recycling  
**CC:** David Margolis-Pineo <DMP@portlandmaine.gov>, Katherine Earley <KAS@port...

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Hi Barbara – I have reviewed the applicant's information and I find their response to be acceptable. My only comment is that the area next to the proposed building should be available so vehicles exiting parking spaces can easily turn around when exiting the small parking lot (the space where the building is being located was designed for a vehicle turn around). I do not want vehicles backing up into the main circulation aisle.

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  
207.347.4354 direct  
207.400.0719 mobile  
207.781.4753 fax  
[thomas.errico@tylin.com](mailto:thomas.errico@tylin.com)  
Visit us online at [www.tylin.com](http://www.tylin.com)

"One Vision, One Company"  
Please consider the environment before printing.

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**From:** Barbara Barhydt [mailto:BAB@portlandmaine.gov]  
**Sent:** Thursday, July 26, 2012 3:34 PM  
**To:** Tom Errico  
**Subject:** Fwd: Hannaford - recycling

Hi Tom:

I forgot to bring this up at the development review meeting. This is the administrative authorization for the bottle facility at Hannaford. The cover letter address traffic a little bit and then I asked for more information. I will forward a separate e-mail to you from Bill. I am looking for your input.

Thanks.

Barbara

>>> <[bmckenney@hannaford.com](mailto:bmckenney@hannaford.com)> Wednesday, July 25, 2012 9:16 AM >>>



Barbara,

Attached is a copy of the application we submitted. I look forward to hearing back from you after today's staff meeting.

Thanks,  
Bill

(See attached file: Clynk Administrative Review Application 7-20-12.pdf)