

## MEMORANDUM



**TO:** Rick Knowland, Planner  
**FROM:** David Senus, P.E. & Ashley Auger, E.I.T.  
**DATE:** May 24, 2012  
**RE:** Civic Center Renovation, Level III Preliminary Site Plan Application

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Woodard & Curran has reviewed the Level III Preliminary Site Plan Application for the Civic Center Renovations located at One Civic Center Square in Portland, Maine. The project consists of building renovations and associated site improvements to the existing Civic Center site.

### **Documents Provided By Applicant**

- Level III Preliminary Site Plan Application and attachments dated May 11, 2012, prepared by WBRC Architects & Engineers, on behalf of the Cumberland County Recreation Center.
- Plans, Sheets GI001, GI006, PH100, EP101, CD101, CP101, CG101, CU101, & C501-C503, dated May 11, 2012, prepared by WBRC Architects & Engineers, on behalf of the Cumberland County Recreation Center.

### **Comments**

- 1) The application is preliminary. As such, the Applicant has noted that additional documents will be submitted for the final application, including letters from utilities confirming capacity to serve the proposed development and a Construction Management Plan. Woodard & Curran will perform a review of the Final Application upon receipt of those documents.
- 2) Final plans must be stamped by a professional engineer (Section 14-527, sub-section (e) of the City of Portland Land Use Ordinance); Sheets PH100 and CG101 have not been stamped at this time.
- 3) In accordance with Section 5 of the City of Portland Technical Manual, a Level III development project is required to submit a stormwater management plan pursuant to the regulations of Maine DEP Chapter 500 Stormwater Management Rules, including conformance with the Basic, General, and Flooding Standards:
  - a) Basic Standards: Plans and details should be 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 proposes an additional 3,572 sq ft of new impervious area. The applicant has not submitted a stormwater management plan addressing the general standards for this increase in impervious area, and the site plan does not include stormwater best management practices in conformance with the general standards.
  - c) Flooding Standard: The project proposes to direct stormwater runoff from an additional 3,572 sq ft of new impervious area to the City's storm sewer system. The applicant should provide information on the approximate increase in flow resulting from the project during the design storm events (2, 10 & 25 year, 24-hr) and the discharge location(s) within the City ROW that will receive this additional flow.
- 4) The Stormwater Management Plan should include a stormwater inspection and maintenance plan developed in accordance with and in reference to MaineDEP Chapter 500 guidelines and Chapter 32 of the City of Portland Code of Ordinances.