

May 2014

Barbara Barhydt  
Planning Division  
Fourth Floor, City Hall  
389 Congress Street  
Portland, ME 04101

**RE:**  
DEERING PLACE PLAYSPACE PROJECT  
LEVEL I SITE ALTERATION DEVELOPMENT REVIEW

Dear Ms. Barhydt,

Please find enclosed the required materials related to the Level I Site Alteration Development Review for the Deering Place Playspace Project. This application for Level 1 Site Alternation has been submitted on behalf of the Opportunity Alliance, the owner.

#### PROJECT DESCRIPTION / HISTORY

The Opportunity Alliance, formerly Peoples Regional Opportunity Alliance or PROP, is seeking to make improvements to an existing enclosed play area at their Cumberland Avenue facility. The 2,675 square foot enclosed play area is used by the preschool program run by the non-profit as well as some residents at the facility. This area is accessed via two gated entrances, both of which will remain. This project proposes the creation of natural play features, including a small hill at the center of the site that will accommodate a short embankment slide and sloped climber. There will also be other site features added, including a pavilion/play house, an arts and crafts space, seating, boulders and plantings. The site is naturally on a 5% slope. A new center hill will provide a route at 8% grade. The work also includes the replacement of approximately 44 linear feet of boundary fence.

The City has confirmed that the project will require Level 1 Site Alteration Review due to the amount of fill required for the creation of the hill (43 cubic yards). The project otherwise meets the applicable standards outlined under the Administrative Authorization in Section 14-523c. The project creates less than 1,000 square feet of new impervious surface and site disturbance is limited, for the most part, to the removal of old woodchips to prepare for the improvements and some base preparation under the paved area. Please reference the enclosed memorandum from Tom Fowler, P.E. regarding storm water design.

#### FUNDING

The Opportunity Alliance has approximately \$40,000 in funding available for site work. The plans submitted with this application have been developed to 90% completion. It is anticipated that, upon review and approval of this application, comments will be incorporated and the plans finalized. The Opportunity Alliance hopes to issue bids this summer for the fall construction season. It is anticipated that the improvements will be phased, with earthwork and storm water will be completed as part of phase one.

#### COMPLIANCE WITH APPLICABLE REQUIREMENTS

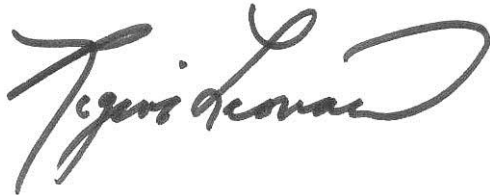
The project, as submitted and to the best of our knowledge, complies with applicable zoning and technical standards. There is no proposed change of use, and the project does not include an alteration of a watercourse or wetland as defined in Section 14-47. Anticipated site disturbance is less than one acre and does not alter existing vehicle access or parking on site. New impervious surface areas are below the threshold for Level 1 review.

#### WAIVERS

We are requesting a waiver of the Fire Department checklist requirements since there are no substantive changes within the defined project area nor is there an alteration of the drive or parking areas that currently provide access.

If you have any questions, please feel free to contact me directly as the Owner's agent. Please see the attached supporting materials.

Sincerely,



Regina S. Leonard  
*Maine Licensed Landscape Architect*



## **Level I – Site Alteration Development Review Application Portland, Maine**

Planning and Urban Development Department  
Planning Division

Portland's Planning and Urban Development Department coordinates the development review process for site plan, subdivision and other applications under the City's Land Use Code. Attached is the application form for a Level I: Site Alteration site plan.

### **Level I: Site Alteration Development includes:**

- Alteration of a watercourse or wetland as defined in Section 14-47 of the City Code.
- Alteration of a site. The disturbance of land areas of less than one (1) acre that are stripped, graded, grubbed, filled or excavated. The Planning Authority shall exempt from review the loam and seeding of lawns and the cumulative placement of less than fifteen (15) cubic yards of fill on any lot provided such loaming or placement does not alter a drainage course, swale, wetland or redirect water onto adjoining property and does not violate any other provision of the Portland City Code or state or federal law. "Disturbed area" does not include routine maintenance, but does include re-development and new impervious areas.
- The construction of any temporary or permanent parking area, paving of existing unpaved surface parking areas between 1,000 and 7,500 square feet, or creation of other impervious surface areas between 1,000 and 7,500 square feet.
- The rehabilitation or reconstruction, but not new construction, of piers, docks, wharves, bridges, retaining walls, and other structures located within the shoreland zone.
- A site alteration in which vehicle access is proposed from more than one (1) street;

The Land Use Code (including Article V), the Technical Manual, and the Design Manual are available on the City's web site at <http://www.portlandmaine.gov/planning/default.asp> or copies may be purchased at the Planning Division Office.

**Planning Division**  
Fourth Floor, City Hall  
389 Congress Street  
(207) 874-8721 or (207) 874-8719

**Office Hours**  
Monday thru Friday  
8:00 a.m. – 4:30 p.m.

**PROJECT NAME:** Deering Place Playspace

**PROPOSED DEVELOPMENT ADDRESS:**  
The Opportunity Alliance, 510 Cumberland Avenue

**PROJECT DESCRIPTION:**  
Project includes improvements to an enclosed 2,675 square foot yard area that serves the preschool program.  
Improvements include replacement of fencing, natural play features and a small 4x8 play house.

**CHART/BLOCK/LOT:** 47/B/002

<b>CONTACT INFORMATION:</b>	<b>Applicant's Contact for electronic plans</b> Name: Regina Leonard, RLA e-mail: Regina@rsldesign.com work #: 207-450-9700
<b>Applicant – must be owner, Lessee or Buyer</b> Name: Kevin Dean, Project Supervisor Business Name, if applicable: Opportunity Alliance Address: 510 Cumberland Avenue City/State : Portland, ME Zip Code: 04101	<b>Applicant Contact Information</b> Work # 207-553-5881 Home# N/A Cell # N/A Fax# 207-874-1155 e-mail: Kevin.dean@opportunityalliance.com
<b>Owner – (if different from Applicant)</b> Name: The Opportunity Alliance Address: 510 Cumberland Avenue City/State : Portland, ME Zip Code: 04101	<b>Owner Contact Information</b> Work # 207-553-5800 Home# Cell # Fax# e-mail:
<b>Agent/ Representative</b> Name: Regina Leonard, RLA Address: 29 Bridge Street City/State : Topsham, ME Zip Code: 04086	<b>Agent/Representative Contact information</b> Work # 207-450-9700 Cell # same e-mail: Regina@rsldesign.com
<b>Billing Information</b> Name: Attn. Kevin Dean, Opportunity Alliance Address: 510 Cumberland Avenue City/State : Portland, ME Zip Code: 04086	<b>Billing Information</b> Work # 207-553-5881 Cell # Fax# e-mail:

<b>Engineer</b> Name: Thomas Fowler, P.E., Landmark Address: 219 Meadow Street City/State : Rockport, ME      Zip Code:	<b>Engineer Contact Information</b> Work # 207-236-6757 Cell #                                      Fax# e-mail:
<b>Surveyor</b> Name: Robert Greenlaw, PLS Address: 134 Portland Avenue City/State : OOB, ME              Zip Code:	<b>Surveyor Contact Information</b> Work # 207-749-9471 Cell #                                      Fax# e-mail:

**APPLICATION FEES:**

**Check all reviews that apply. Payment may be made by Check or Cash addressed to the City of Portland.**

<b>Level I Site Alteration Site Plan</b> <input checked="" type="checkbox"/> Application Fee (\$200.00)  The City invoices separately for the following: <ul style="list-style-type: none"> <li>• Notices (\$.75 each)</li> <li>• Legal Ad (% of total Ad)</li> <li>• Planning Review (\$40.00 hour)</li> <li>• Legal Review (\$75.00 hour)</li> </ul> Third party review is assessed separately.	<b>Fees Paid</b> (office use) —
<b>Performance Guarantee:</b> A performance guarantee is required to cover all public and private site improvements.	Required
<b>Inspection Fee:</b> An inspection fee of 2% of the performance guarantee is due prior to the release of permits	2% of the performance guarantee

**Application Check List**

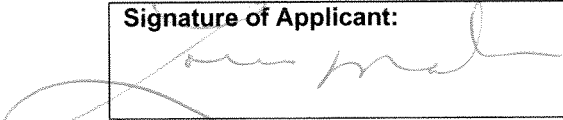
**Refer to the application checklist for a detailed list of submittal requirements.**

**All site plans and written application materials must be uploaded to a website for review. At the time of application, instructions for uploading the plans will be provided to the applicant. One paper set of the plans, written materials and application fee must be submitted to the Planning Division Office to start the review process.**

Portland's development review process and requirements are outlined in the Land Use Code (Chapter 14), which includes the Subdivision Ordinance (Section 14-491) and the Site Plan Ordinance (Section 14-521).

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Planning Authority and Code Enforcement's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

**This application is for a Site Plan review only, a Performance Guarantee, Inspection Fee, Building Permit Application and associated fees will be required prior to construction.**

<b>Signature of Applicant:</b> 	<b>Date:</b> May 20, 2014
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Please refer to Article V, Site Plan of the City of Portland Land Use Code for detailed information concerning the City's site plan review process, thresholds and standards. Should you have any questions regarding the submittal requirements or any other aspect of the site plan review process, please contact the Planning Division.

## PROJECT DATA

The following information is required where applicable, in order complete the application

<b>Total Site Area</b>	(enclosed project area) 2,675 sq. ft.
<b>Proposed Total Disturbed Area of the Site</b>	2,675 sq. ft.
<b>IMPERVIOUS SURFACE AREA</b>	
• Proposed Total Paved Area	551 sq. ft.
• Existing Total Impervious Area	387 sq. ft.
• Proposed Total Impervious Area	938 sq. ft.
• Proposed Impervious Net Change	938 sq. ft.
<b>PARKING SPACES</b>	
• Existing Number of Parking Spaces	n/a
• Proposed Number of Parking Spaces	n/a
<b>TOTAL Number of Parking Spaces</b>	

### General Submittal Requirements – Level I Site Alteration

Applicant Checklist	Planner Checklist	Number of Paper Copies	Submittal Requirement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Completed application form.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Application fees.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Written description of project.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Evidence of right, title and interest.
<input type="checkbox"/> n/a	<input type="checkbox"/>	1	Copies of required state and/or federal permits.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Written assessment of proposed project's compliance with applicable zoning requirements.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Written description of existing and proposed easements or other burdens.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Written requests for waivers from individual site plan and/or technical standards.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Evidence of financial and technical capacity.

## Site Plans and Boundary Survey Requirements – Level I Site Alteration

Applicant Checklist	Planner Checklist	Number of Copies	Submittal Requirement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Boundary Survey meeting the requirements of Section 13 of the City of Portland Technical Manual.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	<b>Site Plan Including the following:</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>		▪ Existing structures with distance from property line (including location of proposed piers, docks or wharves if in Shoreland Zone)
<input checked="" type="checkbox"/>	<input type="checkbox"/>		▪ Location and dimension of existing and proposed paved areas.
<input checked="" type="checkbox"/>	<input type="checkbox"/>		▪ Location and details of proposed infrastructure improvements (e.g. - curb and sidewalk improvements, utility connections, roadway improvements).
<input checked="" type="checkbox"/>	<input type="checkbox"/>		▪ Identification of and proposed protection measures for any significant natural features on the site (including wetlands, ponds, watercourses, floodplains, significant wildlife habitats and fisheries or other important natural features listed in Section 14-526 (b)1. of the Land Use Code.
<input type="checkbox"/>	<input type="checkbox"/>		▪ Details of proposed pier rehabilitation (Shoreland areas only).
<input checked="" type="checkbox"/>	<input type="checkbox"/>		▪ Existing utilities.
<input checked="" type="checkbox"/>	<input type="checkbox"/>		▪ Existing and proposed grading and contours.
<input checked="" type="checkbox"/>	<input type="checkbox"/>		▪ Proposed stormwater management and erosion controls.
<input checked="" type="checkbox"/>	<input type="checkbox"/>		▪ Total area and limits of proposed land disturbance.
<input checked="" type="checkbox"/>	<input type="checkbox"/>		▪ Existing vegetation to be preserved and proposed site landscaping.
<input checked="" type="checkbox"/>	<input type="checkbox"/>		▪ Existing and proposed easements or public or private rights of way.



# LANDMARK CORPORATION

SURVEYORS & ENGINEERS

MARK W. INGRAHAM, PLS    K. MARK BARBOUR, PLS    MICHAEL J. SABATINI, P.E.

May 20, 2014

Regina S. Leonard  
Maine Licensed Landscape Architect  
29 Bridge Street  
Topsham, ME 04086

Re:    Deering Place Playground Improvements – Stormwater Narrative  
510 Cumberland Avenue  
Portland, Maine  
LC Proj. No. 13-152

Dear Regina:

I am writing to describe the stormwater management provided at the Deering Place Playground Improvements. We discussed the stormwater management requirements with City staff and learned that because the new impervious area on the site is less than 1,000 square feet, strict adherence to the treatment standards of Maine DEP Chapter 500 is not required. However, the project as described below, provides stormwater management and safe conveyance to an existing drainage system.

Stormwater will be collected on this small site (total disturbed area <3,000 square feet and new impervious area <1,000 square feet) by perforated piping along the low side of the site bedded in the proposed wood fiber surfacing and in the crushed stone landscape border as shown on the Grading & Drainage Plan, Sheet L2. The perforated piping collection system will drain to a proposed 3' diameter pre-cast concrete catch basin to be installed in-line with the existing 10" PVC drain line. Stormwater will be filtered through its path to the perforated piping by the wood chip play surface, crushed stone, and non-woven geotextile surrounding the perforated piping. Any overflow of the perforated piping collection system will be conveyed via surface flow through the grate of the proposed 3' catch basin, which is set at the low point in the site.

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219 MEADOW STREET                      ROCKPORT, MAINE                      04856

PHONE: (207) 236-6757                      FAX: (207) 470-7020

WWW.LANDMARKMAINE.COM



To confirm adequate sizing of the existing drainage system, we estimated peak flow from the site in a 25-year storm event to be 0.23 cfs. We then checked the depth of flow this runoff would yield in the existing 10" PVC drainage line and found it to be 1.6" deep in the bottom of the 10" pipe, which is a very minor impact on this existing drain line. This drain line runs east to west beneath the site and connects to a catch basin to the northwest of the site before ultimately connecting to the City system in Cumberland Avenue. Based on the two calculations, supporting data for which are attached, we believe the existing 10" diameter PVC pipe has more than adequate capacity to handle runoff from the site.

In summary, we believe the proposed stormwater system on this site provides adequate management and conveyance that will be protective of the play area, the adjacent building, and can be easily conveyed by the existing 10" drainage line that ultimately drains to the City system in Cumberland Avenue.

Please do not hesitate to contact me at (207) 236-6757 or [tom@landmarkmaine.com](mailto:tom@landmarkmaine.com) with any questions.

Sincerely,  
Landmark Corporation Surveyors & Engineers

A handwritten signature in blue ink, appearing to read "Tom Fowler".

Thomas A. Fowler, P.E.

Attachments

cc: File



# LANDMARK CORPORATION

SURVEYORS & ENGINEERS

207-236-6757

219 MEADOW STREET, ROCKPORT, MAINE 04856

www.landmarkmaine.com

Page: 1 of 1

Project No.: 13-152

Project: DEERING PLACE CHILDREN'S YARD

By: JML Date: 4/14/14

Subject: STORM WATER

Checked: JAF Date: 5/16/14

## AREAS

TOTAL AREA: 2,706 SF

NEW IMPERVIOUS: 990 SF

NEW PAVING: 585 SF

## PEAK FLOW

RATIONAL METHOD FOR PEAK DISCHARGE

$$Q = CiA \quad C = \text{RUNOFF COEFFICIENT}$$

ASSUME  $C = 0.60$

$i = \text{AUG. RAINFALL INTENSITY FOR } T_c \text{ (in/hr)}$

$T_c = \text{TIME OF CONCENTRATION (min)} \quad \text{ASSUME } T_c = 5 \text{ min}$

$A = \text{AREA (acres)} = 0.062 \text{ ac}$

BASED ON IDF CURVE FOR PORTLAND,  $T_c = 5 \text{ min}$

$i = 6.2 \text{ in/hr}$  FOR 25YR STORM

$i = 5.3 \text{ in/hr}$  FOR 10YR STORM

$$Q_{25} = 0.60(6.2 \text{ in/hr})(0.062 \text{ ac}) = \underline{0.23 \text{ cfs}} \quad (104 \text{ gpm})$$

$$Q_{10} = 0.60(5.3 \text{ in/hr})(0.062 \text{ ac}) = 0.20 \text{ cfs} \quad (89 \text{ gpm})$$

FOR A 10" PVC PIPE, MANNINGS # 0.012, 3% SLOPE,  $Q = 0.23 \text{ cfs}$

DEPTH OF FLOW = 0.13 ft (1.6") IN BOTTOM OF PIPE



# Deering Place Project Area





# Deering Place

## Existing conditions photos



*Above:: View looking northeast across play area. Former wooden play structures have been removed.*



*Above:: Existing shed will be reset in same location. Cinder block retaining wall, which houses existing catch basin will remain in place.*



*Above:: View looking northwest across play area. Stair access and existing concrete wall will remain. Fence will be replaced.*



*Above:: View looking east to play area entrance from sidewalk leading from parking area to rear building entrance. Fence and gate will be replaced.*

SHORTFORM QUITCLAIM DEED WITH COVENANT

12/02

MAINE REAL ESTATE TAX PAID

FLEET BANK OF MAINE, a banking corporation organized and existing under the laws of the State of Maine, as successor to the Federal Deposit Insurance Corporation in its capacity as Receiver of Maine Savings Bank (reference being made to Section 3.1 of a certain Asset Purchase and Assumption Agreement dated as of February 1, 1991 between Fleet Bank of Maine and the Federal Deposit Insurance Corporation both in its corporate capacity and its capacity as Receiver), with a place of business at One City Center, Portland, Maine, 04104, for consideration paid, grants to PEOPLE'S REGIONAL OPPORTUNITY PROGRAM, a Maine non-profit corporation, with a mailing address of 222 St. John Street, Portland, Maine 04102, with Quitclaim Covenant, certain real property situated at 510 Cumberland Avenue and 61 and 73 Deering Street, Portland, Cumberland County, Maine as more fully described in Schedule A appended hereto and incorporated herein (the "Premises").

This conveyance includes all right title and interest of the Grantor in and to any and all leases, tenancies and occupancies of the Premises, and including all rents, payments, rights and benefits under such leases, tenancies and occupancies,

IN WITNESS WHEREOF, FLEET BANK OF MAINE has caused this instrument to be executed and delivered in its corporate name by Pamela W. Cook, its Assistant Treasurer thereunto duly authorized this 13th day of May, 1992.

*[Signature]*  
Witness

FLEET BANK OF MAINE  
BY *[Signature]*  
Its Assistant Treasurer

STATE OF MAINE  
CUMBERLAND, ss.

May 13, 1992

Then personally appeared the above-named Pamela W. Cook, Assistant Treasurer of Fleet Bank of Maine, and acknowledged the foregoing instrument to be her free act and deed in such capacity, and the free act and deed of Fleet Bank of Maine.

Before me,

SEAL

*[Signature]*  
Notary Public/Attorney at Law  
*Jeanne R. Gonthier*  
(Type or Print Name)

JEANNE R. GONTHIER  
NOTARY PUBLIC, MAINE  
MY COMMISSION EXPIRES NOVEMBER 19 1998

SCHEDULE A

A certain lot or parcel of land, with the buildings thereon, situated in Portland, Cumberland County, Maine, and bounded and described as follows:

Beginning at the intersection of the easterly sideline of Mellen Street and the southerly sideline of Cumberland Avenue; thence easterly along the southerly sideline of Cumberland Avenue three hundred twenty (320) feet and eight (8) inches to land now or formerly of Donald L. Donnelly, Jr. et al.; thence southerly by said Donnelly land twenty-four (24) inches to a point; thence westerly at right angles to the last course eight (8) inches to a point; thence southerly ninety-six and eight tenths (96.8) feet, more or less, to land formerly of one Harris; thence westerly by land formerly of Harris forty-five (45) feet to a point; thence southerly one and two tenths (1.2) feet to a point; thence westerly twenty-five and eight tenths (25.8) feet to a point, which point is one hundred (100) feet southerly from Cumberland Avenue; thence southerly three and forty-six hundredths (3.46) feet to land formerly of Marion D. Noyes; thence westerly by said Noyes land forty (40) feet to a corner thereof; thence southerly by said Noyes land one hundred twenty-four (124) feet to the northerly sideline of Deering Street; thence westerly by the northerly sideline of Deering Street, one hundred ninety-four (194) feet, more or less, to the easterly sideline of Mellen Street; thence northerly by the easterly sideline of Mellen Street to the southerly sideline of Cumberland Avenue and the point of beginning.

Also hereby conveying the right to enter on land of Donald L. Donnelly, Jr. et al. for the construction and maintenance of a pilaster.

For Grantor's title see Deed dated January 11, 1991 from Silver Ring Associates to Maine Savings Bank recorded with Cumberland County Registry of Deeds in Book 9632, Page 278.

Recorded  
Cumberland County  
Registry of Deeds  
05-15/92 04:14:47PM  
Robert P. Titcomb  
Register

Recorded  
Cumberland County  
Registry of Deeds  
05/15/92 04:14:47PM  
Robert P. Titcomb  
Register