



Tuck O'Brien
City Planning Director, Planning Division

January 26, 2018

Joel Kittredge, Project Manager
Maine Department of Transportation
16 State House Station
Augusta, ME 04333

Craig Morin, P.E.
HNTB
340 County Road, Suite 6-C
Westbrook, ME 04092

Project Name:	IMT Rail Capacity Improvements	Project ID:	2017-261
Address:	460 W Commercial St	CBL:	059-A-001
Applicant:	Maine DOT		
Planner:	Matthew Grooms		

Dear Mr. Kittredge and Mr. Morin:

On January 26, 2018, the Planning Authority approved with conditions an amended Level III Site Plan for staff review (2017-261) for proposed rail capacity improvements which include installation of two segments of track; a 750 foot siding track that will run parallel with existing siding along the concrete loading slab at the western extent of the International Marine Terminal (IMT) site along West Commercial Street, and a 1,100 foot extension to the existing runaround track immediately east of Cassidy Point Drive. The proposed improvements are located within the Waterfront Port Development Zone and will serve the IMT. The Planning Authority reviewed the proposal for conformance with the standards of the Site Plan and Shoreland Zoning Regulations to approve the application with the following conditions as presented below:

SITE PLAN AND SHORELAND ZONE REVIEW

The Planning Authority finds that the plan is in conformance with the site plan and shoreland zone standards of the Land Use Code, subject to the following condition(s) of approval:

1. The applicant shall provide an Erosion and Sediment Control Plan for review and approval by the Planning Authority.

The approval is based on the submitted plans and the findings related to site plan review standards as contained in the review memos for application 2017-261, which are attached.

STANDARD CONDITIONS OF APPROVAL

Please Note: The following standard conditions of approval and requirements apply to all approved site plans:

1. **Develop Site According to Plan** The site shall be developed and maintained as depicted on the site plan and in the written submission of the applicant. Modification of any approved site plan or alteration of a parcel which was the subject of site plan approval after May 20, 1974, shall require

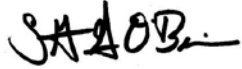
the prior approval of a revised site plan by the Planning Board or Planning Authority pursuant to the terms of Chapter 14, Land Use, of the Portland City Code.

2. **Separate Building Permits Are Required** This approval does not constitute approval of building plans, which must be reviewed and approved by the City of Portland's Permitting and Inspections Department.
3. **Site Plan Expiration** The site plan approval will be deemed to have expired unless work has commenced within one (1) year of the approval or within a time period up to three (3) years from the approval date as agreed upon in writing by the City and the applicant. Requests to extend approvals must be received before the one (1) year expiration date.
4. **Preconstruction Meeting** Prior to the release of a building permit or site construction, a pre-construction meeting shall be held at the project site. This meeting will be held with the contractor, Development Review Coordinator, Public Works representative and owner to review the construction schedule and critical aspects of the site work. At that time, the Development Review Coordinator will confirm that the contractor is working from the approved site plan. The site/building contractor shall provide three (3) copies of a detailed construction schedule to the attending City representatives. It shall be the contractor's responsibility to arrange a mutually agreeable time for the pre-construction meeting.
7. **Construction Management Plans** The applicant, contractor and subcontractors are required to conform to the approved Construction Management Plan, and all conditions contained within the project's approval, for the entire duration of the project. Any amendments to the approved Construction Management Plan shall be reviewed and approved by the Department of Public Works prior to the execution. The Planning Authority and the Department of Public Works have the right to seek revisions to an approved Construction Management Plan. The applicant shall coordinate the project's construction schedule with the timing of nearby construction activities to avoid cumulative impacts on a neighborhood and prevent unsafe vehicle and pedestrian movements. Accordingly, nearby construction activities could involve a delay in the commencement of construction.
8. **Department of Public Works Permits** If work or obstructions will occur within the public right-of-way, such as utilities, curb, sidewalk, driveway construction, site deliveries and equipment siting, a Street Opening and/or Occupancy Permit (s) is required for your site. Please contact the Department of Public Works Permit Clerk at 874-8300, ext. 8828. (Only excavators licensed by the City of Portland are eligible.)
9. **As-Built Final Plans** Final sets of as-built plans shall be submitted digitally to the Planning and Urban Development Department, on a CD or DVD, in AutoCAD format (*.dwg), release AutoCAD 2005 or greater.

The Development Review Coordinator must be notified five (5) working days prior to the date required for final site inspection. The Development Review Coordinator can be reached at the Planning and Urban Development Department at 874-8632. All site plan requirements must be completed and approved by the Development Review Coordinator prior to issuance of a Certificate of Occupancy. Please schedule any property closing with these requirements in mind.

If there are any questions, please contact Matthew Grooms at (207) 874-8725

Sincerely,



Stuart G. O'Brien
City Planning Director

Attachments:

1. Staff Review Comments

Electronic Distribution:

cc: Jeff Levine, AICP, Director of Planning and Urban Development
Stuart G. O'Brien, City Planning Director, Planning and Urban Development
Barbara Barhydt, Development Review Services Manager, Planning and Urban Development
Matthew Grooms, Planner, Planning and Urban Development
Philip DiPierro, DRC, Planning and Urban Development
Mike Russell, Director of Permitting and Inspections
Ann Machado, Zoning Administrator, Permitting and Inspections
Jonathan Rioux, Deputy Director, Permitting and Inspections
Jeanie Bourke, Plan Reviewer/CEO, Permitting and Inspections
Chris Branch, Director of Public Works
Keith Gray, Senior Engineer, Public Works
Doug Roncarati, Stormwater Coordinator, Public Works
Jane Ward, Engineering, Public Works
Rhonda Zazzara, Construction Engineering Coordinator, Public Works
Jeff Tarling, City Arborist, Public Works
Jeremiah Bartlett, Transportation Systems Engineer, Public Works
William Scott, Chief Surveyor, Public Works
Mike Thompson, Fire
Danielle West-Chuhta, Corporation Counsel
Jennifer Thompson, Corporation Counsel
Victoria Volent, Housing Program Manager, Housing and Community Development
Thomas Errico, P.E., TY Lin Associates
Lauren Swett, P.E., Woodard and Curran
Christopher Huff, Assessor

Planning and Urban Development Department Planning Division



December 12, 2017

Joel Kittredge
Maine DOT
16 State House Station
Augusta, ME 04333

Craig Morin, P.E.
HNTB
340 County Road, Suite 6-C
Westbrook, ME 04092

RE: Staff Review Comments for 460 Commercial Street – IMT Rail Capacity Improvements
(2017-261) – Planning Authority Review

Project Name:	IMT Rail Capacity Improvements	Project ID:	(2017-261)
Project Address:	460 Commercial Street	CBL:	022-F001
Applicant:	Joel Kittredge (MaineDOT)		
Planner:	Matthew Grooms		

Dear Mr. Kittredge and Mr. Morin,

Thank you for submitting a preliminary Level III Site Plan amendment application for proposed rail capacity improvements at the International Marine Terminal located at 460 West Commercial Street in the WPDZ Waterfront Port Development Zone. This project is being reviewed as a preliminary plan subject to the following applicable Land Use Code provisions:

- Site Plan Ordinance, Article V
- Division 18.5, Waterfront Port Development Zone
- Division 26, Shoreland Regulations

Preliminary Plan for Planning Board Review: Staff Review Comments

I. Site Design Standards

1. The written narrative describing compliance with performance standards of the WPDZ should be amended to address all listed standards. Please indicate if the standard is non-applicable, and where applicable, provide a response indicating project compliance.
2. The applicant should identify whether or not any existing vegetation will be disturbed as a result of this project.
3. Within the supplied written documents, it states that site lighting was amended with this application. Based upon our discussions, it is our understanding that site lighting will not be changed. Please revise the application to reflect this.

II. DPW Review

1. The applicant should remove the plans on eplan that appear to be missing information.
2. The applicant has submitted a Construction Management Plan (CMPlan) that requires revisions to include the information enclosed in the “Draft” Construction Management Plan Template that depicts the overall detail that the City is requesting for the planning, coordination, and control of the construction site. Please note that the Construction Management Plan includes: 1) a construction management site plan, 2) a construction schedule (time frame); and 3) a written narrative addressing the categories identified within the enclosed CMPlan Template.

Additional Submittals Required:

Please upload the digital plans and documents to address staff comments. Upon receipt of the revised material, the City of Portland will review the additional plans and information for conformance with applicable ordinances. Please be aware that an application expires within 120 days of the date upon which this written request for additional information was made and only one set of revised plans may be submitted for review.

If you have any questions, feel free to contact me at (207) 874-8725 or by email at mgrooms@portlandmaine.gov.

Sincerely,
Matthew Grooms
Planner



Matthew Grooms <mgrooms@portlandmaine.gov>

Preliminary Review Comments - IMT Rail Expansion (2017-261)

Lauren Swett <lswett@woodardcurran.com>

Tue, Dec 12, 2017 at 9:36 AM

To: Matthew Grooms <mgrooms@portlandmaine.gov>, Tom Errico <thomas.errico@tylin.com>, Keith Gray <kgray@portlandmaine.gov>, Robert Thompson <rmt@portlandmaine.gov>, Jeff Tarling <jst@portlandmaine.gov>

Hi Matt,

I do not have any comments on their rail design. I did a little searching around online, and the stormwater approach seems appropriate for a rail system.

They should provide an erosion and sedimentation control plan, however. Their application notes that the ESC narrative remains unchanged from their prior submission. The plans should reflect sedimentation barriers surrounding any disturbed areas, especially on the water side, and all existing basins and culvert inlets/outlets should be protected as well with sediment barrier, hay bales, or silt-sacks as appropriate.

Let me know if you'd like a full memo for this project, or if you have any other questions.

Thanks,

Lauren

From: Matthew Grooms [mailto:mgrooms@portlandmaine.gov]

Sent: Monday, December 11, 2017 2:32 PM

To: Lauren Swett <lswett@woodardcurran.com>; Tom Errico <thomas.errico@tylin.com>; Keith Gray <kgray@portlandmaine.gov>; Robert Thompson <rmt@portlandmaine.gov>; Jeff Tarling <jst@portlandmaine.gov>

Subject: Preliminary Review Comments - IMT Rail Expansion (2017-261)

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Notice: Under Maine law, documents - including e-mails - in the possession of public officials or city employees about government business may be classified as public records. There are very few exceptions. As a result, please be advised that what is written in an e-mail could be released to the public and/or the media if requested.



Matthew Grooms <mgrooms@portlandmaine.gov>

Preliminary Review Comments - IMT Rail Expansion (2017-261)

Keith Gray <kgray@portlandmaine.gov>

Tue, Dec 12, 2017 at 11:53 AM

To: Matthew Grooms <mgrooms@portlandmaine.gov>

Cc: "Swett, Lauren" <lswett@woodardcurran.com>, Tom Errico <thomas.errico@tylin.com>, Robert Thompson <rmt@portlandmaine.gov>, Jeff Tarling <jst@portlandmaine.gov>

Hello Matt,

I have reviewed the Site Plan Amendment submission and provide the following comments:

- The applicant should remove the plans on eplan that appear to be missing information.
- The applicant has submitted a Construction Management Plan (CMPlan) that requires revisions to include the information enclosed in the "Draft" Construction Management Plan Template that depicts the overall detail that the City is requesting for the planning, coordination, and control of the construction site. Please note that the Construction Management Plan includes: 1) a construction management site plan, 2) a construction schedule (time frame); and 3) a written narrative addressing the categories identified within the enclosed CMPlan Template.

Thank you,
Keith

On Mon, Dec 11, 2017 at 2:32 PM, Matthew Grooms <mgrooms@portlandmaine.gov> wrote:

[Quoted text hidden]

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Keith D. Gray, PE
Senior Engineer
Dept. of Public Works
City of Portland Maine

[207.874.8834](tel:207.874.8834)
kgray@portlandmaine.gov