

061-F-006

26-36 Storer

Waynelete Art Center

Waynelete Arts Center

ATTACHMENT A LIMITATIONS

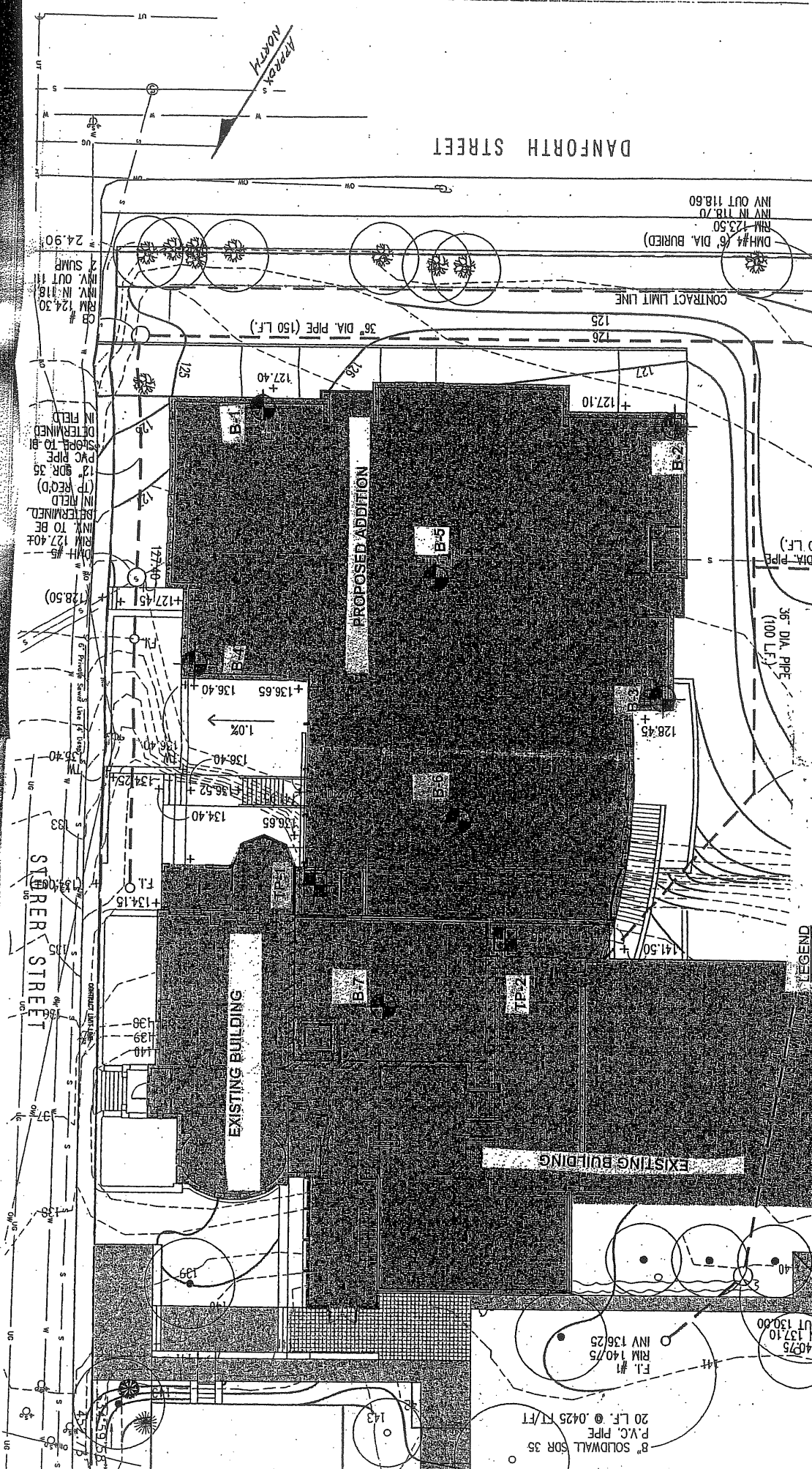
This report has been prepared for the exclusive use of Scott Simons Architects for specific application to the proposed Building Addition to the existing Davies Hall at the Waynflete School in Portland Maine. S. W. COLE ENGINEERING, INC. has endeavored to conduct the work in accordance with generally accepted soil and foundation engineering practices. No other warranty, expressed or implied, is made.

The soil profiles described in the report are intended to convey general trends in subsurface conditions. The boundaries between strata are approximate and are based upon interpretation of exploration data and samples.

The analyses performed during this investigation and recommendations presented in this report are based in part upon the data obtained from subsurface explorations made at the site. Variations in subsurface conditions may occur between explorations and may not become evident until construction. If variations in subsurface conditions become evident after submission of this report, it will be necessary to evaluate their nature and to review the recommendations of this report.

Observations have been made during exploration work to assess site groundwater levels. Fluctuations in water levels will occur due to variations in rainfall, temperature, and other factors.

Recommendations contained in this report are based substantially upon information provided by others regarding the proposed project. In the event that any changes are made in the design, nature, or location of the proposed project, S. W. COLE ENGINEERING, INC. should review such changes as they relate to analyses associated with this report. Recommendations contained in this report shall not be considered valid unless the changes are reviewed by S. W. COLE ENGINEERING, INC.



Scott Simons Architecture
EXPLORATION LOCATION PLAN
 WAYNFLETE SCHOOL ADDITION
 360 SPRING STREET
 PORTLAND, MAINE

PROJECT NO. 01-0120 SCALE: 1" = 20'

Approximate Test Pit Location
 Approximate Test Boring Location

NOTES

1. Base plan provided by Scott Simons Architects
2. Exploration locations were determined in the field by taped measurements from existing site features.



BORING LOG

BORING NO.: B-1
 SHEET: 1 OF 1
 PROJECT NO.: 01-0120
 DATE START: 3/16/01
 DATE FINISH: 3/16/01
 ELEVATION: 126.5 +/-
 SWC REP.: MTT
 WATER LEVEL INFORMATION
 Water Observed @ 10' +/-
 in open borehole

PROJECT / CLIENT: PROPOSED DAVIES HALL ADDITION / WAYNFLETE SCHOOL
 LOCATION: PORTLAND, MAINE
 DRILLING FIRM: GREAT WORKS TEST BORINGS DRILLER: JEFF LEE

CASING: TYPE * SIZE I.D. HAMMER WT. HAMMER FALL
 HSA 4 1/4"
 SAMPLER: SS 1 3/8" 140 lb 30"
 CORE BARREL:

CASING BLOWS PER FOOT	SAMPLE				SAMPLER BLOWS PER FT				DEPTH	STRATA & TEST DATA
	NO.	PEN.	REC.	DEPTH @ BOT	0-6	6-12	12-18	18-24		
	1D	24"	24"	2.0'	7	10	9	6	3.5'	DARK BROWN GRAVELLY SILTY SAND, TRACE ORGANICS AND BRICK (FILL) ~ MEDIUM DENSE ~
	2D	24"	20"	7.0'	12	14	13	11	15.0'	BROWN SILTY SAND WITH SOME GRAVEL (TILL) ~ MEDIUM DENSE ~
	3D	24"	18"	12.0'	10	14	15	15	17.0'	GRAY SILTY SAND WITH TRACE GRAVEL (TILL) ~ VERY DENSE ~
	4D	24"	12"	17.0'	11	50	48	23		BOTTOM OF EXPLORATION @ 17.0' NOTE: APPROXIMATE 2' OF FROST AT SURFACE

MPLES: SOIL CLASSIFIED BY:
 SPLIT SPOON
 3" SHELBY TUBE DRILLER - VISUALLY
 3.5" SHELBY TUBE SOIL TECH. - VISUALLY
 LABORATORY TEST

REMARKS:
 STRATIFICATION LINES REPRESENT THE APPROXIMATE BOUNDARY BETWEEN SOIL TYPES AND THE TRANSITION MAY BE GRADUAL.

2



BORING LOG

BORING NO.: B-2
 SHEET: 1 OF 1
 PROJECT NO.: 01-0120
 DATE START: 3/16/01
 DATE FINISH: 3/16/01
 ELEVATION: 125 +/-
 SWC REP.: MTT

PROJECT / CLIENT: PROPOSED DAVIES HALL ADDITION / WAYNFLETE SCHOOL
 LOCATION: PORTLAND, MAINE
 DRILLING FIRM: GREAT WORKS TEST BORINGS DRILLER: JEFF LEE

WATER LEVEL INFORMATION
 Soils Wet/Saturated @ 10' +/-

CASING: TYPE HSA SIZE I.D. 4 1/4" HAMMER WT. 140 lb HAMMER FALL 30"
 SAMPLER: SS 1 3/8"
 CORE BARREL:

CASING BLOWS PER FOOT	SAMPLE				SAMPLER BLOWS PER FOOT				DEPTH	STRATA & TEST DATA
	NO.	PEN.	REC.	DEPTH @ BOT	0-6	6-12	12-18	18-24		
	1D	24"	16"	2.0'	3	7	10	10	0.4'	BROWN ORGANIC TOPSOIL w = 22.0%
									5.5'	DARK BROWN SILTY SAND TRACE ORGANICS AND GRAVEL (FILL) - MEDIUM DENSE -
	2D	24"	16"	7.0'	2	6	9	22	7.0'	BROWN GRAVELLY SAND WITH SOME SILT (PROBABLE FILL) w = 7.5% -MEDIUM DENSE-
									14.0'	-DENSE- BROWN GRAVELLY SILTY SAND (TILL) w = 9.6%
	3D	24"	18"	12.0'	8	16	21	24	17.0'	- MEDIUM DENSE - GRAY SILTY SAND WITH TRACE GRAVEL (TILL) w = 12.9%
	4D	24"	21"	17.0'	5	4	5	17		BOTTOM OF EXPLORATION @ 17.0'
										NOTE: APPROXIMATE 1' FROST AT SURFACE

MPLES: SOIL CLASSIFIED BY: DRILLER - VISUALLY
 3" SHELBY TUBE X SOIL TECH. - VISUALLY
 3.5" SHELBY TUBE X LABORATORY TEST

REMARKS: STRATIFICATION LINES REPRESENT THE APPROXIMATE BOUNDARY BETWEEN SOIL TYPES AND THE TRANSITION MAY BE GRADUAL.

BORING NO.: B-2



BORING LOG

PROJECT / CLIENT: PROPOSED DAVIES HALL ADDITION / WAYNFLETE SCHOOL
 LOCATION: PORTLAND, MAINE
 DRILLING FIRM: GREAT WORKS TEST BORINGS DRILLER: JEFF LEE

BORING NO.: B-3
 SHEET: 1 OF 1
 PROJECT NO.: 01-0120
 DATE START: 3/16/01
 DATE FINISH: 3/16/01
 ELEVATION: 126.5 +/-
 SWC REP.: MTT

CASING: _____
 SAMPLER: _____
 CORE BARREL: _____

TYPE	SIZE I.D.	HAMMER WT.	HAMMER FALL
HSA	4 1/4"		
SS	1 3/8"	140 lb	30"

WATER LEVEL INFORMATION
No Free Water Observed.
Soils Moist to Wet

CASING BLOWS PER FOOT	SAMPLE				SAMPLER BLOWS PER 6"				DEPTH	STRATA & TEST DATA
	NO.	PEN.	REC.	DEPTH @ BOT	0-6"	6-12"	12-18"	18-24"		
	1D	24"	16"	2.0'	1	2	1	4	0.5'	BROWN ORGANIC TOPSOIL - LOOSE -
									4.5'	BROWN SAND WITH SOME SILT, TRACE GRAVEL (FILL)
	2D	24"	20"	7.0'	18	23	19	30	9.0'	- DENSE - BROWN GRAVELLY SILTY SAND (TILL)
	3D	24"	24"	12.0'	8	38	45	50	15.7'	- VERY DENSE - GRAY SILTY SAND WITH TRACE GRAVEL (TILL)
	4D	8"	8"	15.7'	45	50/0"				BOTTOM OF EXPLORATION @ 15.7' PRACTICAL REFUSAL - POSSIBLE BEDROCK

TESTS: _____ SOIL CLASSIFIED BY: _____

PLIT SPOON
 SHELBY TUBE
 3" SHELBY TUBE

DRILLER - VISUALLY
 SOIL TECH. - VISUALLY
 LABORATORY TEST

REMARKS: STRATIFICATION LINES REPRESENT THE APPROXIMATE BOUNDARY BETWEEN SOIL TYPES AND THE TRANSITION MAY BE GRADUAL.

(4)

BORING NO.: B-3



BORING LOG

BORING NO.: B-4
 SHEET: 1 OF 1
 PROJECT NO.: 01-0120
 DATE START: 3/16/01
 DATE FINISH: 3/16/01
 ELEVATION: 127.5 +/-
 SWC REP.: MTT

PROJECT / CLIENT: PROPOSED DAVIES HALL ADDITION / WAYNFLETE SCHOOL
 LOCATION: PORTLAND, MAINE
 DRILLING FIRM: GREAT WORKS TEST BORINGS DRILLER: JEFF LEE

TESTING: TYPE HSA SIZE I.D. 4 1/4" HAMMER WT. 140 lb HAMMER FALL 30"
 SAMPLER: SS 1 3/8"
 CORE BARREL:

WATER LEVEL INFORMATION
 Water Observed @ 7' +/-
 In Open Borehole

BLASTING BLOWS PER FOOT	SAMPLE			SAMPLER BLOWS PER 6"				DEPTH	STRATA & TEST DATA	
	NO.	PEN.	REC.	DEPTH @ BOT	0-6	6-12	12-18			18-24
	1D	24"	18"	2.0'	5	7	15	19	3.5'	- MEDIUM DENSE - BROWN SILTY SAND WITH SOME GRAVEL (FILL)
	2D	24"	17"	7.0'	27	27	37	40	15.8'	- VERY DENSE - GRAY SILTY SAND WITH SOME GRAVEL (TILL)
	3D	24"	18"	12.0'	17	31	24	29		REFUSAL @ 15.8' PRACTICAL REFUSAL - POSSIBLE BEDROCK
	4D	9"	3"	15.8'	33	50/3"				NOTE: APPROXIMATE 2' FROST AT SURFACE

TESTS: SOIL CLASSIFIED BY:
 DRILLER - VISUALLY
 SOIL TECH. - VISUALLY
 LABORATORY TEST

REMARKS: STRATIFICATION LINES REPRESENT THE APPROXIMATE BOUNDARY BETWEEN SOIL TYPES AND THE TRANSITION MAY BE GRADUAL.

(5)



BORING LOG

PROJECT / CLIENT: PROPOSED DAVIES HALL ADDITION / WAYNFLETE SCHOOL
 LOCATION: PORTLAND, MAINE
 DRILLING FIRM: GREAT WORKS TEST BORINGS DRILLER: JEFF LEE

BORING NO.: B-5
 SHEET: 1 OF 1
 PROJECT NO.: 01-0120
 DATE START: 3/16/01
 DATE FINISH: 3/16/01
 ELEVATION: 126.5 +/-
 SWC REP.: MTT

CASING: _____
 SAMPLER: _____
 CORE BARREL: _____

TYPE	SIZE I.D.	HAMMER WT.	HAMMER FALL
HSA	4 1/4"		
SS	1 3/8"	140 lb	30"

WATER LEVEL INFORMATION
 Water Observed @ 10.0' +/-
 In Open Borehole

CASING NO. PER FOOT	SAMPLE				SAMPLER BLOWS PER 6"				DEPTH	STRATA & TEST DATA
	NO.	PEN.	REC.	DEPTH @ BOT	0-6	6-12	12-18	18-24		
	1D	24"	18"	2.0'	7	15	26	20	3.5'	- MEDIUM DENSE - DARK BROWN SILTY SAND WITH SOME GRAVEL, TRACE ORGANICS (FILL) w = 13.3%
	2D	24"	18"	7.0'	4	8	11	15		- MEDIUM DENSE - BROWN SILTY SAND WITH SOME GRAVEL (TLL) w = 10.9%
	3D	24"	16"	12.0'	9	17	18	22	12.0'	w = 10.5%
										BOTTOM OF EXPLORATION @ 12.0'
										NOTE: APPROXIMATELY 2' FROST AT SURFACE

TEST SPOON _____
 HELBY TUBE _____
 SHELBY TUBE _____

SOIL CLASSIFIED BY: _____

DRILLER - VISUALLY _____
 SOIL TECH. - VISUALLY _____
 LABORATORY TEST _____

REMARKS:
 STRATIFICATION LINES REPRESENT THE APPROXIMATE BOUNDARY BETWEEN SOIL TYPES AND THE TRANSITION MAY BE GRADUAL.



BORING LOG

OBJECT / CLIENT: PROPOSED DAVIES HALL ADDITION / WAYNFLETE SCHOOL
 LOCATION: PORTLAND, MAINE
 DRILLING FIRM: GREAT WORKS TEST BORINGS DRILLER: JEFF LEE

BORING NO.: B-7
 SHEET: 1 OF 1
 PROJECT NO.: 01-0120
 DATE START: 3/16/01
 DATE FINISH: 3/16/01
 ELEVATION: 138 +/-
 SWC REP.: MTT

SAMPLING: TYPE HSA SIZE I.D. 4 1/4" HAMMER WT. 140 lb HAMMER FALL 30"
 SAMPLER: SS SIZE I.D. 1 3/8" HAMMER WT. 140 lb HAMMER FALL 30"
 CORE BARREL: _____

WATER LEVEL INFORMATION
No Free Water Observed Soils Moist to Wet

NO.	SAMPLE			SAMPLER BLOWS PER FOOT				DEPTH	STRATA & TEST DATA
	NO.	PEN.	REC.	0-6	6-12	12-18	18-24		
1D	24"	6"	2.0'	1	1	2	4	0.4'	BROWN ORGANIC TOPSOIL ~ LOOSE ~ BROWN SILTY SANDY GRAVEL, TRACE ORGANICS (FILL)
2D	24"	18"	7.0'	2	2	13	21	6.0'	
3D	24"	24"	12.0'	11	25	38	53	9.0'	~ DENSE ~ BROWN SILTY SAND WITH SOME GRAVEL (TILL) w = 9.4% GRAY SILTY SAND WITH TRACE GRAVEL (TILL) w = 10.1% ~ VERY DENSE ~ w = 9.1%
4D	24"	16"	16.5'	16	17	50/5"		16.5'	
									BOTTOM OF EXPLORATION @ 16.5' PRACTICAL REFUSAL - POSSIBLE BEDROCK

SOIL CLASSIFIED BY: _____
 SOIL TECH. - VISUALLY _____
 LABORATORY TEST _____

REMARKS:
 STRATIFICATION LINES REPRESENT THE APPROXIMATE BOUNDARY BETWEEN SOIL TYPES AND THE TRANSITION MAY BE GRADUAL.



KEY TO THE NOTES & SYMBOLS
Test Boring and Test Pit Explorations

All stratification lines represent the approximate boundary between soil types and the transition may be gradual.

Key to Symbols Used:

- W - water content, percent (dry weight basis)
- q_u - unconfined compressive strength, kips/sq. ft. - based on laboratory unconfined compressive test
- S_v - field vane shear strength, kips/sq. ft.
- L_v - lab vane shear strength, kips/sq. ft.
- q_p - unconfined compressive strength, kips/sq. ft. based on pocket penetrometer test
- O - organic content, percent (dry weight basis)
- W_L - liquid limit - Atterberg test
- W_P - plastic limit - Atterberg test
- WOH - advance by weight of hammer
- WOM - advance by weight of man
- WOR - advance by weight of rods
- HYD - advance by force of hydraulic piston on drill
- RQD - Rock Quality Designator - an index of the quality of a rock mass. RQD is computed from recovered core samples.
- γ_T - total soil weight
- γ_B - buoyant soil weight

Description of Proportions:

- 0 to 5% TRACE
- 5 to 12% SOME
- 12 to 35% "Y"
- 35+% AND

REFUSAL: Test Boring Explorations - Refusal depth indicates that depth at which, in the drill foreman's opinion, sufficient resistance to the advance of the casing, auger, probe rod or sampler was encountered to render further advance impossible or impracticable by the procedures and equipment being used.

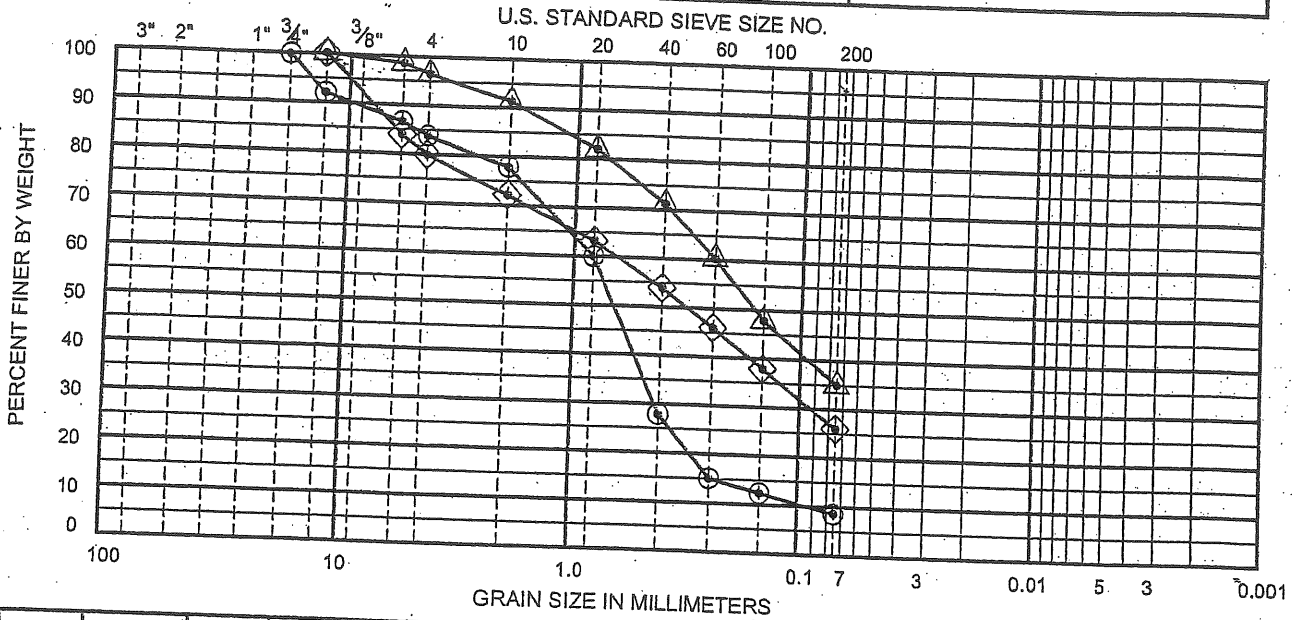
REFUSAL: Test Pit Explorations - Refusal depth indicates that depth at which sufficient resistance to the advance of the backhoe bucket was encountered to render further advance impossible or impracticable by the procedures and equipment being used.

Although refusal may indicate the encountering of the bedrock surface, it may indicate the striking of large cobbles, boulders, very dense or cemented soil, or other buried natural or man-made objects or it may indicate the encountering of a harder zone after penetrating a considerable depth through a weathered or disintegrated zone of the bedrock.



GRAIN SIZE ANALYSIS

COBBLE	GRAVEL		SAND			SILT OR CLAY
	COARSE	FINE	COA.	MEDIUM	FINE	

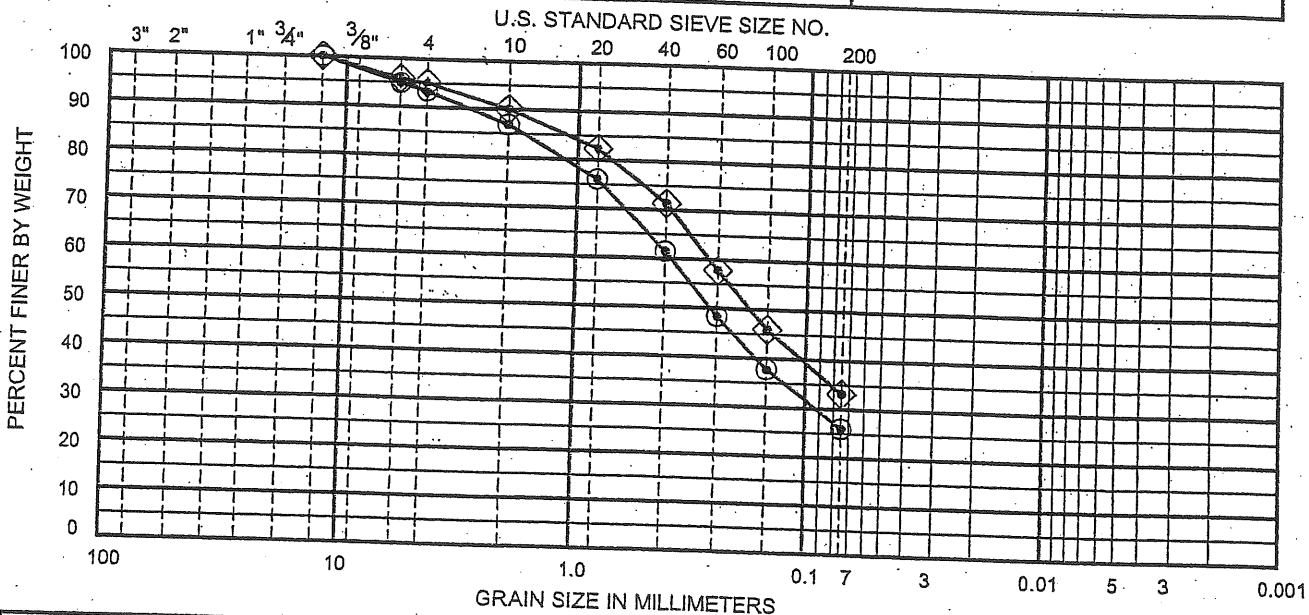


PLOT	SOURCE	SAMP.	DEPTH	CLASSIFICATION	W %
⊙	B-2	S-2	5'-7'	GRAVELLY SAND WITH SOME SILT	7.5%
◇	B-2	S-3	10'-12'	GRAVELLY SILTY SAND	9.6%
△	B-2	S-4	15'-17'	SILTY SAND WITH TRACE OF GRAVEL	12.9%

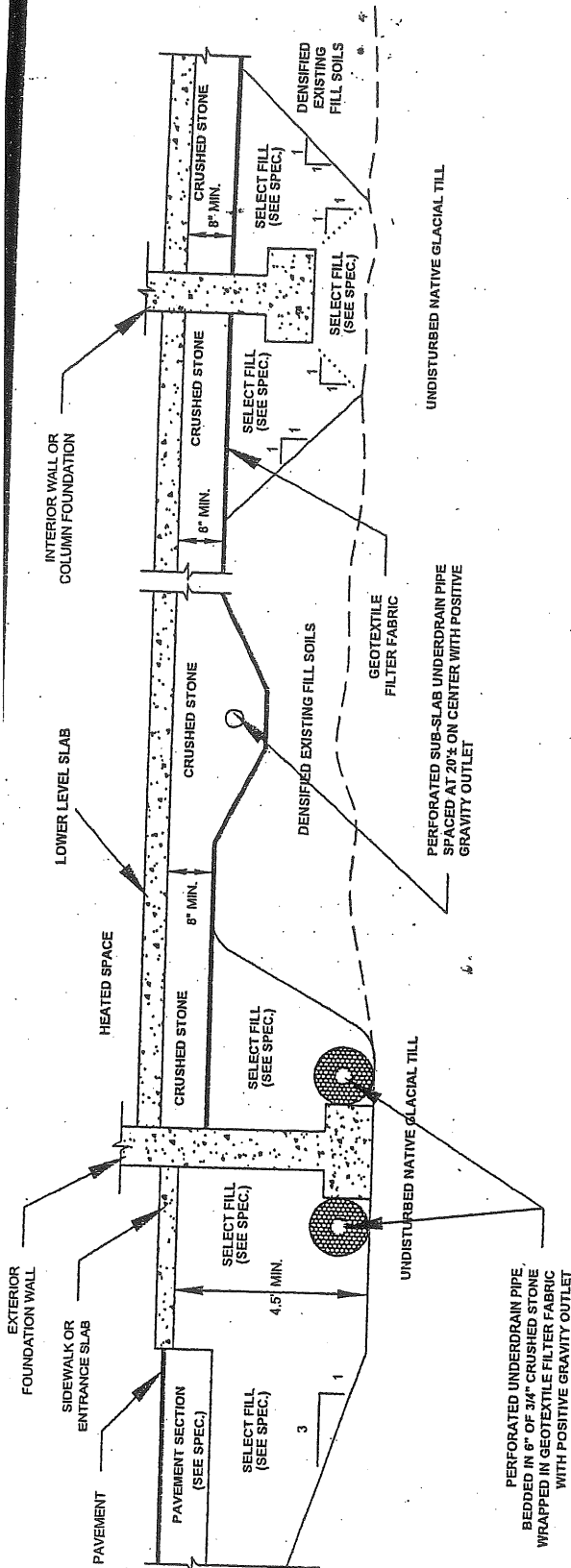


GRAIN SIZE ANALYSIS

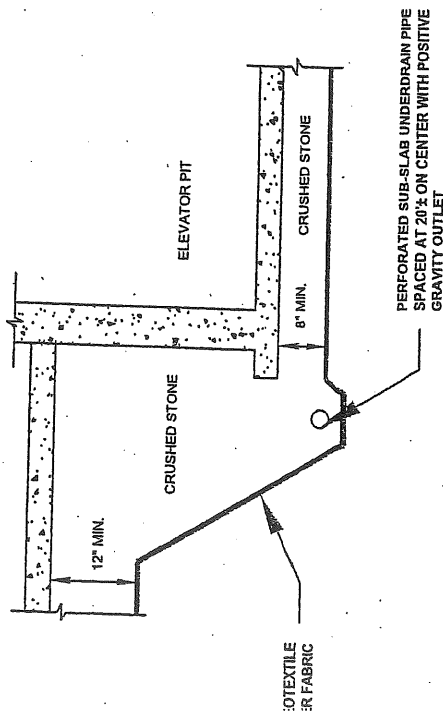
COBBLE	GRAVEL		SAND			SILT OR CLAY
	COARSE	FINE	COA.	MEDIUM	FINE	



PLOT	SOURCE	SAMP.	DEPTH	CLASSIFICATION	W %
⊙	B-5	S-1	0'-2'	SILTY SAND WITH SOME GRAVEL	13.3%
◇	B-5	S-2	5'-7'	SILTY SAND WITH TRACE OF GRAVEL	10.9%

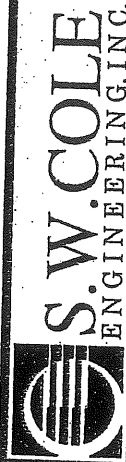


PERFORATED UNDERDRAIN PIPE
 BEDDED IN 8" OF 3/4" CRUSHED STONE
 WRAPPED IN GEOTEXTILE FILTER FABRIC
 WITH POSITIVE GRAVITY OUTLET



NOTES:

- 1.) All existing fill should be removed from beneath foundations.
- 2.) Suitable existing fill can remain below slab areas (see report).



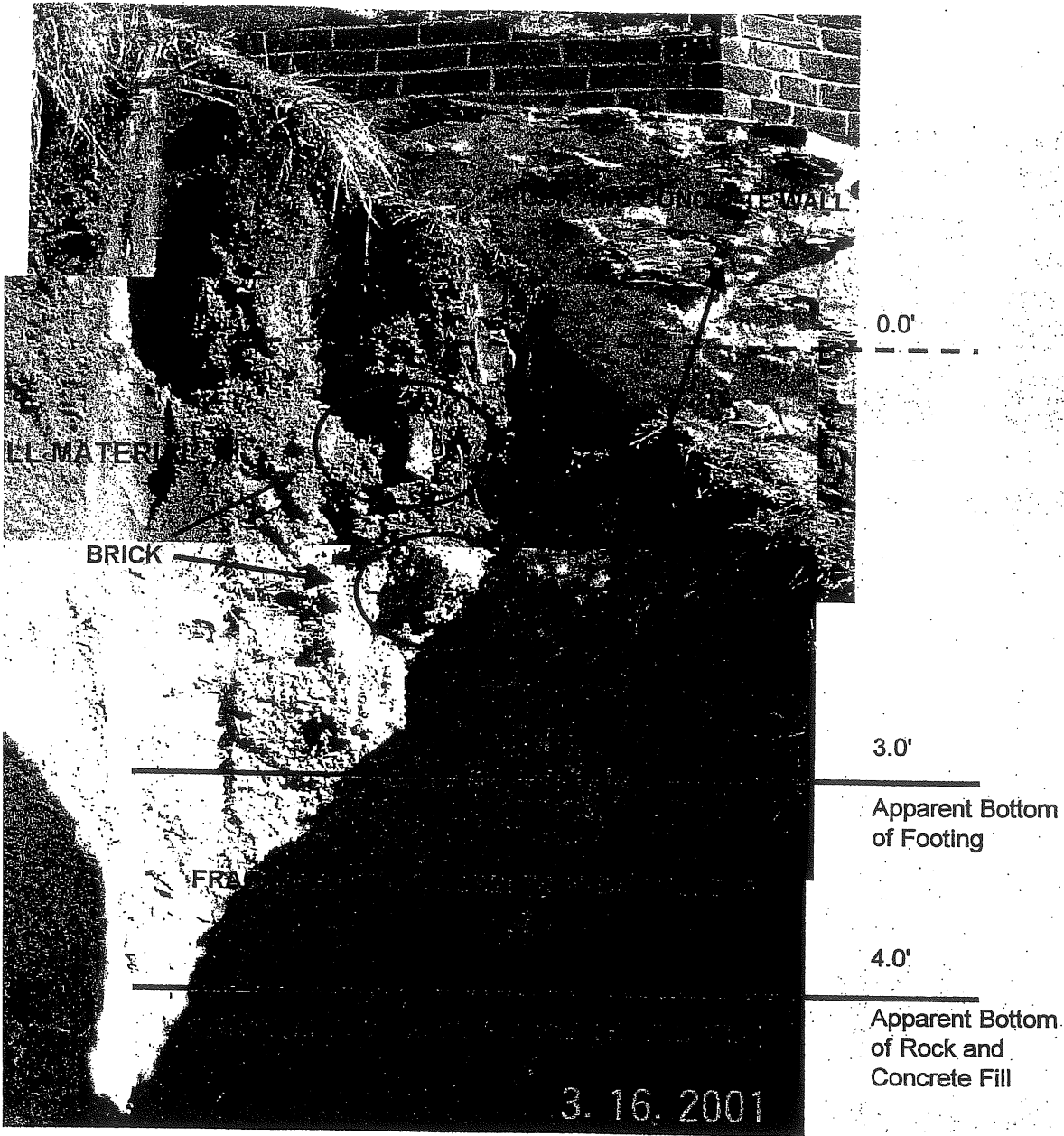
SCOTT SIMONS ARCHITECTS

UNDERDRAIN DETAIL

Proposed Building Addition
 Waynflete School
 360 Spring Street
 Portland, Maine

Job No. 01-0120 S Scale Not to Scale
 Date: 04/17/01 Sheet 12

TP-1

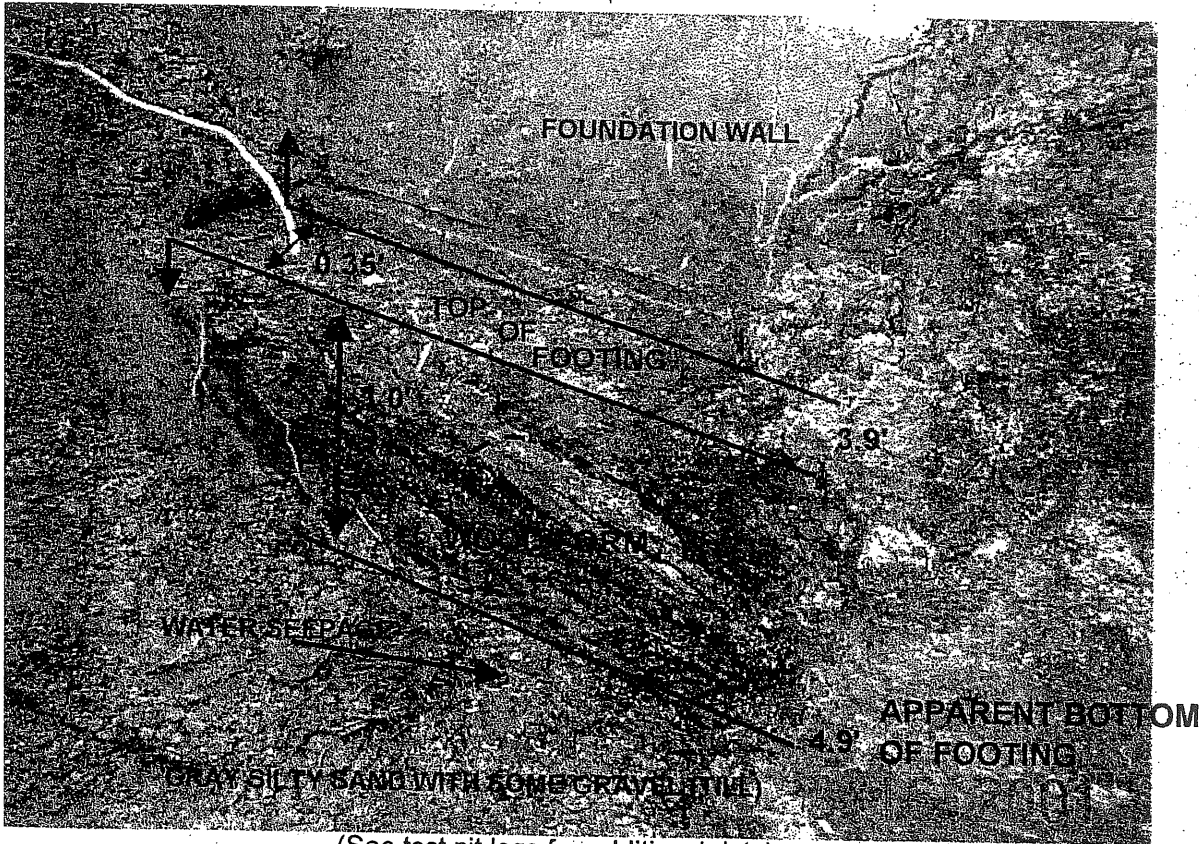


(See test pit logs for additional data)

Note: measurements taken from existing ground surface

01-0120
Waynflete School

TP-2



(See test pit logs for additional data)

Note: measurements taken from existing ground surface

01-0120
Waynflete School

WAYNFLETE SCHOOL

Campus Master Plan

Approved by the Board of Trustees
March 15, 2005

The Campus Master Plan Committee

David Brown
Taffy Field
Anne Hagstrom
Peter Hamblin
Cinda Joyce
Mark Lickus
Alan McIlhenny, chair
Cynthia Orcutt
Scott Simons

With the assistance of:

Jane Begert
Peter Brewitt
Molly MacAuslan
John Orcutt
Mark Segar

Waynflete School

Campus Master Plan

Achievements of the past decade:

Waynflete invested millions of dollars to improve its facilities over the past decade, and the improvements are evident everywhere.

Upper School:

- Construction of the Science Wing
- Complete renovation of the Emery building
- Improvements to the café and basement work and storage areas

Middle School:

- Construction of the addition linking Morrill and Cook-Hyde
- Complete renovation of Morrill, Cook-Hyde and Hurd
- Creation of the Academic Support Center in Hurd
- Creation of the archives space in Morrill
- Locker room created in the garage building
- Play area improvement

Lower School:

- Creation of the 2-3 classroom in Hewes
- Renovation of the Early Childhood classrooms
- Lower playground improvements and expansion

The Arts Center:

- Completion of Phase 1 the gallery and studios
- Renovation of Daveis House

Gymnasium:

- Construction of the locker room addition

Administration:

- Creation of the faculty workroom and mailroom
- Office renovations

Outdoors:

- Improved pathways and lighting
- The Loop Road around Thomas House
- Fore River Fields:
 - tennis courts
 - baseball diamond

New Properties:

- 305 Danforth Street – The Headmaster’s House
- 3 Storer Street
- Several small parcels adjacent to the Fore River Fields

Maintenance:

- Everywhere, with more always needed

Guiding Assumptions and Principles

Several important assumptions underlie the 2005 Campus Master Plan:

- Waynflete will remain on its campus in Portland’s West End, and its athletic facilities will remain at the Fore River Fields off Osgood Street
- The size of the school will remain at its current level of approximately 540 students
- The relative sizes and age-ranges of the three school divisions will remain the same: Lower School EC (3 and 4 year olds) – 5th grade (165 students); Middle School 6th – 8th grades (140 students); Upper School 9th – 12th (235 students)
- Continuity will be maintained in the School’s mission and programs

And several guiding principles underlie our deliberations and recommendations:

- Enhance safety
- Promote accessibility
- Preserve open space
- Preserve the historic character and distinctive appeal of the school campus and buildings
- Consider environmental issues of energy efficiency and green design
- Create welcoming points of access to the campus and to the school divisions
- Invest in the maintenance of all of the buildings – endow this if possible

Methodology

This an updating of the 1994 Campus Master Plan rather than an attempt to start from scratch. Where the earlier document relied on extensive interviews with stakeholders throughout the school, we have relied on interviews with the heads of the school's three divisions – Lower, Middle and Upper – and with those in charge of specific facilities or functions, such as the library, the café and the athletic department. An extensive questionnaire was prepared by the committee to help those interviewed assess their respective facility needs, and many used the questionnaire to solicit the input of their division faculty or co-workers. The principal respondents were asked to dream – a little- with the understanding that their dreams would face stiff competition for limited financial resources. The committee thanks all who helped us gather the information that went into this report.

The process we followed included the following elements:

- Establishment our Guiding Principles
- Identification of Existing Conditions on the Campus
 - Site
 - Building Use
 - Open Space and Landscape
 - Circulation and Parking
 - Buildings
 - Useable square footage
 - Identification of storage areas and condition
- Identification of future physical needs through the interview and questionnaire process described above
- Charrettes to explore alternative ideas for future improvements
- Refinement of a preferred Final Plan to be used as a starting point by decision makers preparing funding and construction plans

Waynflete School Campus Master Plan

Priorities and Recommendations for Future Planning

March 15, 2005

The Board of Trustees established the Campus Master Planning Committee (CMP) in the fall of 2003 as a subcommittee of Buildings and Grounds to recommend revisions to the 1994 Waynflete Campus Master Plan. The revised Plan summarized below also addresses the fourth goal of the 2002 Strategic Plan to “improve facilities to meet program needs”. The subcommittee consisted of trustees, faculty, staff, parents, and architects.

In June of 2004, the Board of Trustees approved fundraising and construction design for the Theater and Gymnasium Project which is the School’s first priority for current new construction. The proposed revisions to the Campus Master Plan assume that this facility will be built.

The CMP recommended that the next priorities for Waynflete should be a New Lower School and an Athletic Fieldhouse & Additional Playing Fields in that order. Other projects considered as having a high level of importance, and which would greatly enhance the program and campus are listed in Tier II in alphabetical order; these have not been prioritized. The third section is a list of other important needs and considerations identified in the planning process, some of which could be addressed through the completion of other projects.

I. Tier I Campus Master Plan Priorities.

1. **New Lower School.** The first priority for future investment is the creation of a New Lower School. While this would not involve the construction of a new building, the addition of new spaces and renovation of existing areas would result in a transformation so complete that, in effect, the Lower School would seem entirely new. Although there have been some improvements to the Lower School as part of the prior Campus Master Plan (creation of the 2-3 classroom, renovation of Early Childhood spaces, and playground improvements and expansion), classrooms for K-1, 2-3, and 4-5 continue to be overcrowded, there is little quiet space anywhere in the building, no entry or central gathering place, no library space, a crowded art studio space, no space for academic tutorials, no dedicated space for the Afterschool Program¹, an inadequate and out-of-date playground for the youngest children, and no handicapped access to the 2-3 program.² Further, storage for curriculum materials is

¹ One possibility for creating dedicated space for Afterschool as well as additional meeting rooms and storage areas would be to purchase and renovate the house at 11 Fletcher Street, known as the Webber House. There would be many factors to consider (cost of purchase and renovations, availability for actual use given zoning and land use restrictions), but its location within the natural footprint of the Waynflete campus and proximity to the Lower School suggest that it could be a viable solution.

² Handicapped access to the 2-3 classroom will be addressed in the spring of 2005 at least as a temporary solution. A long-term solution may also be possible with the completion of the Theater and Gymnasium Project.

consigned to damp and markedly substandard basement areas and the heating system is old, unreliable, and inefficiently zoned.

Since the original Campus Master Plan was adopted by the Board, the Middle and Upper Schools have each undergone a transformation involving both the addition of new spaces and renovations. The effect of these transformations on the students, faculty and program cannot be overstated. A similar transformation of the Lower School is long overdue. Lower School should be housed in a state-of-the-art facility that better supports its already excellent programs.

2. **Athletic Fieldhouse & Fields**. The second priority for future investment is the construction of a Fieldhouse and the addition of more playing fields at the Fore River Fields Complex. A Fieldhouse and new fields would greatly expand Waynflete's capability to meet the athletic needs of its middle and upper school students and could contain many attractive features depending on cost and available resources. Preliminary designs reviewed by the Committee suggested at least two possibilities for siting of a Fieldhouse that could contain up to three basketball courts, suspended track, weight room and fitness center, aerobic exercise room, training room, locker rooms, offices as well as ample parking and storage. A Fieldhouse would address many of the scheduling and use limitations that currently exist with only one gym on campus, and would provide an admissions advantage for middle and upper school students considering Waynflete. Although some of these limitations will be addressed with the conversion of Waldron Auditorium to lower and middle school recreational space as part of the Theater and Gymnasium Project, the current gym will still not meet the needs of competitive athletics for students in grades 7-12; it has only one playing surface, limited spectator seating, inadequate locker room space, an inadequate weight room, and no storage. Other uses for a fieldhouse could include an environmental classroom and meeting spaces.

Additional soccer and lacrosse fields and a softball field could be created depending on the siting of a fieldhouse and the possible acquisition of additional properties adjoining the Fore River Fields. With up to ten teams vying for two fields in the fall and spring, additional playing fields are sorely needed. A field with an artificial surface would allow teams to begin practices earlier in mud season.

As the area at the Fore River Fields is further developed, it will be important to preserve undeveloped space in the woods and along the waterfront for outdoor classrooms and environmental studies.

Tier II. Campus Master Plan Projects (in alphabetical order)

➤ **Completion of Arts Center**. The Arts Center was originally conceived as being built in three phases, the last of which would include large music classrooms and art studio space. The Theater and Gymnasium Project which currently (2005) is the primary focus for fundraising and construction will add a state-of-the-art auditorium and recreational space for lower and middle schools. The project, originally Phase II, was re-designed to provide additional spaces to support the music and theater and programs including a Jazz room, set building areas, dressing rooms and storage. However, it does not complete the original

vision of the Arts Center and there will still be a need for larger classrooms and art studio spaces in the future.

➤ Library and Technology Center. The existing Library in the Emery Building is an active, bright and welcoming space, typically crowded with students. Although used most intensively by Upper School students, it serves the library needs of the whole school. The offices for technology staff are currently located in Cook-Hyde and storage for equipment (CD's, slides, computers, DVD's, tapes, etc.) is in various places across campus. Both Middle and Upper schools have a computer room for student use, although the Middle School would benefit from having a larger classroom that could hold more computers.

Additional space for books, research, work areas for library staff and students, and storage is increasingly necessary. Storage for technology equipment should be centralized and offices for technology staff should be in closer proximity to the Library. There could also be spaces dedicated to more advanced technology uses such as a media center.

The Committee looked at the possibility of adding a floor to the top of the current library, expanding the library down the eastern slope or building a new building on campus. A new building could possibly be located in the area of the current Storer parking lot, but this siting would reduce the amount of play/open space on campus which, as noted below is also a significant need. A new building would, however, have a ripple effect across the campus in opening up additional space in Emery and Ruth Cook Hyde. A two-story building in either location or an expansion of the current facility could have exciting possibilities for library services by providing browsing/fiction on one level with a centralized open circulation desk and a second level for reference/quiet study and computer work stations. Technology staff could be housed in that building along with storage. The possibility of demonstration classrooms or a media center could also be explored.

➤ Play Space and Open Space. Play space on campus is severely limited for all three schools. Although Middle School play areas improved dramatically with the completion of the Loop Road/MS Playground Project, there is still limited space for games involving throwing or distance such as football and lacrosse. The Sanctuary is an area reserved for quiet conversations or reflection and is not used for active games. The Lower School field along Danforth Street is limited in size due to construction activity, parking, and is used heavily by Lower School students. Any new construction on campus should keep in mind the importance of maintaining or adding to play space.

Preservation of open space is important both for the School and the neighborhood. The School has improved the feeling of open space on campus with the completion of the Loop Road Project and the creation of pathways linking Emery, Daveis, Hurd House, and the sanctuary.

➤ Waynflete Front Door. The "Front Door" refers to the first impression that visitors have when they come to Waynflete, whether in Thomas House or Lower, Middle or Upper School. This impression is important for current and prospective families, alumni, candidates for employment, and other visitors. The goal is for the School to be physically organized and staffed in a way that it is warm, welcoming, and easy to navigate for everyone who comes.

The current offices for Administration (Admissions, Business, Development and Head of School) do not meet those goals due to the layout of Thomas House which has limited waiting areas, separation of departments on more than one floor or in more than one building, no handicapped access, and a lack of gathering/meeting spaces for parent volunteers and alumni. The entry areas of each School are also not designed in a way that welcomes students or families. One solution would be to create spaces which serve as central reception areas located on a ground floor or with handicap access, with administrators located near the central area. The Campus Master Plan Committee was confident that there are several options to create a better "Front Door" for the Admissions, Business Office, Development, and Head of School using existing buildings including the possible renovation and use of the Storer Street House (if allowed by the City).

III. Ongoing Projects, Needs, and Considerations. This section identifies additional space needs, some of which could be accomplished through completion of projects listed above. The creation of new library/technology space, for example, could result in additional classroom space in Middle School. Also listed in this section are considerations that should be taken into account in any project – accessibility, storage, and parking.

➤ Academic Support. The current space in the basement of Hurd House provides little privacy and quiet for academic support faculty to work with students. The space is also dark and too hot in the winter months. Ideally, Academic Support would have a large central office, private rooms for tutors to work with students, a director's office and a gathering space.

➤ Accessibility. Accessibility is an issue in several areas of the School – Thomas House, 3rd floor of Ruth Cook Hyde and Morrill Houses, and the 2-3 classroom.

➤ Adjoining Properties. There are several properties adjoining the main campus and the athletic fields that could be of future use by the School. The "Webber House" located on Fletcher Street borders the Lower School and is within the natural footprint of the School. Students walk in to school daily along the north side of the house and play along the south side of the house. There is nearly constant activity around 3/4 of the property. Conversion of this property (if the building were purchased by the School and a partial change of use permitted by the City) could significantly alleviate Lower School needs for dedicated space for Afterschool, storage, and meeting areas. Several properties adjacent to the Fore River Fields could also be purchased to expand playing fields and parking.

➤ Middle School: The Middle School would benefit from at least three more spacious classrooms for up to 16 students, a larger computer room space, and gathering spaces to accommodate each grade and advising faculty. A larger and more accessible location for student lockers would be a significant improvement.

➤ College Counseling. College counseling is currently run by three people out of the Dean of Studies office and other spaces in the Middle School. A dedicated space, with private offices for counselors to meet with students, a small library of college catalogues,

materials and tables for students to use to research opportunities would provide welcome support for this important aspect of the Upper School.

➤ Faculty Housing. Short or long term faculty housing could assist new faculty/staff moving to the Portland area and other faculty/staff faced with high housing costs. The availability of on-campus or near-campus housing could also help alleviate the housing shortage in Portland.

➤ Parking. The possibility of additional on-campus parking should be considered whenever possible as part of the School's ongoing efforts to improve safety and reduce the impact of parking in the neighborhood.

➤ Storage. The need for more storage across the School is critical. Some of the projects in Tiers I and II include a storage component as well. Any current storage space that is converted to other uses should have an accompanying storage plan elsewhere on campus.

➤ Upper School: The primary unmet need in the Upper School is for gathering spaces for large groups of up to 65 people.

P r o g r a m S u m m a r y

Project: Waynfleete Master Plan – Programming

Re: Summary of Programming Interview Sheets for Tier I and II
 Projects

Waynfleete School Program			
Space Name	Existing SF	Proposed SF	Remarks
Lower School	11,100 SF 0 SF 600 SF 0 SF 500 SF <u>3,800 SF</u> 16,000 SF	3,050 SF 1,350 SF 800 SF 1,250 SF 800 SF <u>4,300 SF</u> 11,550 SF	Classroom space Lower School Library Art Studio First Floor of Webber House Offices Storage, Lobby, 30% planning factor Sub-total for Lower School
Fieldhouse	9,500 SF	30,000 SF 43,300 SF	Option #1 – 2-court Gym Option #2 – 3-court mini Field House
Library/Technology	2,800 SF 270 SF	2,800 SF 800 SF	Note: Proposed Library for LS is included in the LS proposed SF Technology
Front Door/Administration	1,200 SF 2,100 SF 500 SF 1,000 SF <u>1,800 SF</u> 8,700 SF	540 SF 175 SF 500 SF 200 SF <u>650 SF</u> 4,865 SF	Headmaster and Admissions Development and Business College Counseling/Registrar Maintenance Storage/Garage Sub-total for Administration

C o s t S u m m a r y

Project: Waynflete Master Plan – Programming

Re: Summary of Cost Estimates for Selected Projects as of January, 2005³

Waynflete School Program			
Space Name	Proposed SF	Costs	Remarks
Lower School			
Classrooms	3,050 SF	Renovation 3850 SF @ \$95/SF = \$370,000	Assume 1/3 of projec Assume 2/3 of projec
Library	1,350 SF	New Construction 7700 SF @ \$125/SF = <u>\$965,000</u>	
Art Studio	800 SF	Total Construction \$1,335,000	
Afterschool	1,250 SF		
Offices	800 SF	15% Equipment (FF & E) \$1,540,000	
Storage, Lobby, 30% planning	<u>4,300 SF</u>	15% Soft Costs \$1,770,000	
	11,550 SF	10% Contingency \$1,950,000	
		Endowment @? %	
Fieldhouse	30,000 SF	Building & Site Construction (\$100/SF) \$3,000,000	2-court Gym
		15% Soft Costs \$3,450,000	
		10% Contingency \$3,800,000	
	43,300 SF	Building & Site Construction (\$100/SF) \$4,300,000	3-court mini Field Hc
		15% Soft Costs \$4,950,000	
		10% Contingency \$5,500,000	
		Endowment @? %	
New Library/Technology	12,000 SF	Building & Site Construction (\$130/SF) \$1,560,000	
Library – MS & US		15% Equipment (FF & E) \$1,800,000	
Technology dept./classes		15% Soft Costs \$2,070,000	
Storage		10% Contingency \$2,300,000	
		Endowment @? %	

³ Costs have been estimated only on the basis of square footage and are very rough estimates.

July 19, 2007

Memo

To: Michael J Patterson, Chair, and Members of the Planning Board
From: Anne Hagstrom, Director of Finance and Operations, Waynflete School
Date: July 19, 2007
Re: Request for Information on Waynflete School's Future Facilities' Plans.

This memo is to address questions from the Planning Board regarding Waynflete's "State of Affairs" regarding facilities planning. I have summarized below our current planning but would be happy to provide more information if that would be helpful.

Waynflete School adopted a Campus Master Plan (CMP) in 1994 which was updated and approved by the Board of Trustees in 2005. (Copy of 2005 CMP Plan attached.) These two plans have guided the development of the campus over the past thirteen years. As with any independent school, Waynflete must respond to changes in demographics, the evolution of academic programs, and available funding; facilities improvements may not always be in the same priority or as originally envisioned. We are pleased to note, however, that almost all of the ideas in the 1994 Plan have been accomplished and we are hopeful that the same will be said of the 2005 Plan in the future.

The School's first priority is evident but necessary to restate - the completion of Phase II of the Arts Center. Once this project is approved and construction is begun, it will be approximately 14-16 months before it is ready for use.

The next two facilities priorities that are noted in the 2005 CMP are for the Lower School and the Fore River Fields Athletic Complex. During this past school year, the School began a process with faculty, staff, trustees, and architects to design a renovated Lower School and envision the transformational potential that such renovations would have on Lower School programs. This design process is still in the early stages but has generated a lot of excitement among Lower School faculty and also was useful in figuring out how the Lower School and renovated Arts Center/Gymnasium will connect and work together as adjoining buildings. Funding, final design, and timing of construction have not been determined for this project.

Except for discussions during the CMP process there has not been any additional planning for the Athletic Complex. The School did receive a generous gift of property adjacent to the Fields which will greatly help in design and planning when we are ready to take next steps.

In addition to these two priorities the CMP lists several other facilities needs. One which came to the fore in the past two years is the need for more administrative space and to create a more welcoming “front door” to the School. Thomas House which houses the Head of School, Admissions, Development, and Business Offices as well as Transportation and the mailroom is seriously overcrowded and is not handicap accessible. The School’s proposal for a partial conditional use of the house at 3 Storer Street in 2006 was to address these concerns. This request was tabled by the Planning Board.



Waynflete

Attach. 20

Attachment 5

Waynflete School
360 Spring Street
Portland, Maine 04102-3643
207.774.5721
Fax: 207.772.4782
www.waynflete.org

Neighborhood Meeting Certification

On behalf of Waynflete School, I, Anne Hagstrom, hereby certify that a neighborhood meeting was held on July 12, 2007 at Daveis Hall on the Waynflete campus at 6:00 p.m.

I also certify that on June 29, 2007 invitations were mailed to all addresses on the mailing list provided by the Planning Division, including property owners within 500 feet of the proposed development and the residents on the "interested parties" list

Signed,

Anne Hagstrom
Director of Finance and Operations
Waynflete School

Date: July 13, 2007

Attached to this certification are

1. Copy of the invitation sent
2. Sign-in sheet
3. Meeting minutes





Waynflete

Waynflete School
360 Spring Street
Portland, Maine 04102-3643
207-774-5721
Fax: 207-772-4782
www.waynflete.org

June 29, 2007

Dear Neighbor,

I am writing to invite you to join us for a neighborhood meeting to discuss Waynflete's application to the City of Portland Planning Board for approval of Phase II of the School's Arts Center. (The entire project was approved originally in 2001.)

Meeting date: Thursday, July 12th
Meeting time: 6:00-7:00 p.m.
Meeting location: Music Room, 1st Floor of Daveis Hall, located on Storer Street. Please see the campus map on the reverse side.

The Portland City code requires that property owners within 500 feet of the proposed development and residents on an "interested parties list" be invited to participate in a neighborhood meeting. We have also invited neighbors from a wider radius who might not be on the lists provided by the City. Other neighbors are welcome as well. A sign-in sheet will be circulated and minutes of the meeting will be taken. Both the sign-in sheet and minutes will be submitted to the Planning Board.

As you may know, the School's Arts Center was designed in three phases and approved in its entirety by the Historic Preservation Commission and the Planning Board in 2001. The first phase - classroom renovations, new music and dance classrooms, and art gallery - was completed in 2002. Due to the lapse in time, Waynflete must obtain approval again. The request is for Phase II, which will consist of a new 276 seat auditorium, multi-purpose spaces, and the conversion of the current auditorium into a second gymnasium. We are hopeful that construction will begin in the fall of 2007 and be completed in the fall of 2008. When completed, the new and renovated spaces will serve the same student population and contribute significantly to the quality of the School's academic programs.

Should you be interested but unable to attend the meeting on July 12th, please give me a call and we can arrange to look over the plans together the next day or the following week. I will look forward to answering any questions you may have.

I hope you can join us on the 12th. If you have any questions please call me at ext 201 or Anne Hagstrom, Director of Finance and Operations, at ext. 227. We hope to see you there.

Sincerely,

Mark W. Segar
Head of School

Note: Portland City Code of Ordinances Section 14-32(C) requires an applicant for a major development, subdivisions of over five lots/units, or zone change to hold a neighborhood meeting at least seven days prior to the public hearing on the proposal.



WAYNFLETE NEIGHBORHOOD MEETING

NAME	ADDRESS	
Lee Nelson	299 Danforth	767-3102
Karen Sanford	354 Danforth	
Ayres Stockly	Cumberland	
Cyrus Hagg	55 Bowdoin	



Waynflete

Waynflete School
360 Spring Street
Portland, Maine 04102-3643
207.774.5721
Fax: 207.772.4782
www.waynflete.org

Waynflete School
Minutes of Neighborhood Meeting
Re: Theater and Gymnasium Project
July 12, 2007

Neighbors: Cyrus Hagge, Lee Nelson, Karen Sanford, Ayres Stockly
Staff: Anne Hagstrom, Mark Segar

The meeting was opened at 6:00 p.m. in the Music Room in Daveis Hall at Waynflete School. The City Planning Department notice was distributed and attendance was taken. (Mr. Hagge was only in attendance at the very beginning of the meeting.)

Mark Segar, Head of School, explained that the purpose of the meeting was to explain and hear comments on Waynflete's plans to build the next phase of the Arts Center which will include constructing an addition to the current building (for a theater and supporting classroom/multi-purpose spaces) and converting the current auditorium back to its original use as a gymnasium/multipurpose space. Mark described the current drawings and, along with Anne Hagstrom Director of Finance and Operations, explained the status of the City permitting process (one Planning Board workshop and two Historic Preservations workshops so far) and noted that the entire project - all three phases- was originally approved by the Planning Board. Mark also explained that the School is seeking LEED certification with this building.

Questions were asked about parking, storm water, and the Norway Maple tree on the corner of Storer Street. Mark explained that the School's analysis shows that there will be sufficient parking and that provisions are being made to satisfy any storm water concerns, which will be part of the Planning Board approval. Mark also explained that no final decision has been made about the tree and that we will be consulting with the City Arborist, Jeff Tarling, to help determine whether the tree can be saved. If it cannot, the School will plant a tree in the area.

Mark clarified that this construction project and the City approvals being sought relate only to the Theater and Gymnasium and have no connection with the School's residential property.

The attendees were thanked for attending. The meeting adjourned at approximately 7:15.



CITY OF PORTLAND, MAINE
PLANNING BOARD

Jaimey Caron, Chair
Deborah Krichels, Vice Chair
Kenneth M. Cole III
Cyrus Y. Hagge
Erin Rodriguez
Mark Malone
Orlando E. Delogu

May 23, 2001

Mr. Scott Simons
Scott Simons Architects
15 Franklin Street
Portland, ME 04101

RE: Arts Center Addition to the Waynflete School
(ID# 20010016, CBL#061-F-006)

Dear Mr. Simons:

On May 22, 2001 the Portland Planning Board voted 5-0 (Malone and Krichels absent) that the plan meets the Standards for Review of Construction and the Standards for Review of Alterations of the Historic Preservation Ordinance.

The Planning Board also voted 5-0 (Malone and Krichels absent) that the plan is in conformance with the Conditional Use Standards of the Land Use Code.

The Planning Board also voted 5-0 (Malone and Krichels absent) that the plan is in conformance with the Site Plan Standards of the Land Use Code with the following conditions:

- 1. The applicant will provide staff with catalog cuts for wall and pole mounted fixtures that are in compliance with the lighting standards.*
- 2. The applicant will coordinate and satisfactorily determine the function of the existing 8" pipes that will be impacted by the project. If they are determined to be pipes that carry combined flows of sewer and storm water, then the Public Works Dept. must be contacted and any possible removal or other remedial measures made to offset any new flows introduced into the system.*
- 3. The applicant and their contractor must contact the DRC during construction to inspect the trench drain and storm drain installation with specific emphasis on the gradation of materials. The Stormwater report contains specific statements regarding the required materials and evidence of material acceptance should be required during construction.*
- 4. The applicant will maintain all streets free and clear of mud and debris and shall be responsible to sweep or clean the streets immediately upon notice from the Public Works or Planning Departments.*

CITY OF PORTLAND, MAINE

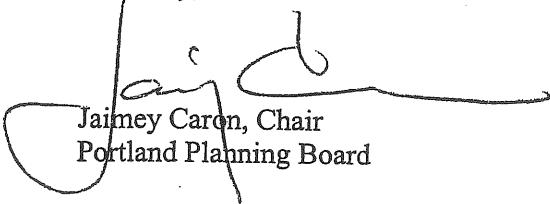
PLANNING BOARD

Jaimy Caron, Chair
Deborah Krichels, Vice Chair
Kenneth M. Cole III
Cyrus Y. Hagge
Erin Rodriguez
Mark Malone
Orlando E. Delogu

- The Development Review Coordinator (874-8300 ext. 8722) must be notified five (5) working days prior to date required for final site inspection. Please make allowances for completion of site plan requirements determined to be incomplete or defective during the inspection. This is essential as 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.

The approval is based on the submitted application, site plan, and stated conditions. If there are any questions, please contact the planning staff.

Sincerely,



Jaimy Caron, Chair
Portland Planning Board

cc: Joseph E. Gray, Jr., Director of Planning and Urban Development
Alexander Jaegerman, Chief Planner
Jonathan C. Spence, Planner
~~P. Samuel Hoffes~~, Chief Building Inspector - Mike Nugent
Marge Schmuckal, Zoning Administrator
William Bray, Deputy Director/City Traffic Engineer
Jeff Tarling, City Arborist
Lt. Gaylen McDougall, Fire Prevention
Penny Littell, Associate Corporation Counsel
Mary Gresik, Building Permit Secretary
Development Review Coordinator
Lee Urban, Director of Economic Development
Susan Doughty, Assessor's Office
Approval Letter File

Attach. 22

MEMORANDUM

To: FILE

From: Jeff Tarling

Dept: Parks

Subject: Application ID: 2007-0085

Date: 8/8/2007

Waynflete School Site Plan

The large Norway Maple located on Storer Street will be impacted by the proposed curb cut widening. I would recommend trying to 'save' this tree, which would require a number of precautions during construction. Precautions include: minimizing root damage, use of bituminous 'Cape Cod' curbing on the inside radius of the curb cut vs granite curb which would require deeper excavation. If saving the tree is not successful, Plan B would plant a 3" 'Autumn Blaze' Maple in the same vicinity along with additional 'Dwarf Korean' Lilacs as found along the Danforth Street frontage, to continue around the corner. I would be willing to meet the applicant and contractors prior and during construction to make field determinations on the tree.

Jeff Tarling
City Arborist

MEMORANDUM



TO: Shukria Wiar
FROM: Dan Goyette
DATE: August 8, 2007
RE: Waynflete Arts Center Phase Two

Woodard & Curran has performed a review of the revised site plan application for the Waynflete Arts Center Phase Two Project.

Documents Reviewed

- Plan Set for Waynflete Arts Center Phase Two Project, dated July 31, 2007, Scott Simons Architects, Sheets A0.0, 1.1, 1.2, 2.1, Zoning Diagram, Site Survey, L1.1-1.4, 5.0, C1.0.
- Drainage Analysis and Stormwater Management Report and Drainage Drawing, L5.0 dated July 20, 2007 by Pinkham & Greer.

Comments

- The stormwater model, in its developed condition modeling, includes a future parking area located across Storer Street from the current project. This area along with an adjacent type A soil are included in subcatchment 402S. It is unclear where the type A soil comes from as it is not typical for the area. In addition, no modeling has been done to demonstrate that the flows from the current proposed project will be detained adequately by the proposed system without the additional flow from the future parking lot. It should be noted that the construction of the future parking lot across the street, will most likely require stormwater treatment measures. The applicant may want to include this in their current design.
- City of Portland standards call for a 7" granite curb reveal, not the 6" shown in the plans.
- A casco trap detail for the catch basins should be included and the trap should be called out on the plans for all catch basins.
- The existing sidewalk on Storer Street should be reconstructed to comply with City standards and include ADA compliant ramps.
- All civil plans must be stamped and signed by a professional engineer.

DRG
203943.28

From: Gregory Cass
To: Shukria Wiar
Date: 8/8/2007 4:31:09 PM
Subject: Waynefleet school

After meeting with the sprinkler contractor and the architect today I feel confident the life safety concerns have been addressed. I will sign off in urban insight.
Greg

From: James Carmody
To: Wiar, Shukria
Date: 8/9/2007 3:33:28 PM
Subject: Waynflete Parking

Shukria:

They should provide us with the exact number of parking spaces on school grounds before this additional spaces. They should also provide us with the status of the parking spaces on the east side Storer St. across from the proposed auditorium. Are these spaces included in the existing space total? Are these spaces being removed? What is the total spaces before and after the proposed addition?

Parking lot driveway width should be 20 feet for emergency access.

James Carmody, P. E.
City Transportation Engineer
City of Portland
207-874-8894
JPC@portlandmaine.gov

**CITY OF PORTLAND
DEPARTMENT OF PUBLIC WORKS
Engineering Division**

M E M O

TO: Shukria Wiar
FROM: Michael Farmer, Project Engineer
DATE: August 9, 2007
RE: Waynflete School project

The DPW previously recommended replacing the sidewalk and curb along Storer Street from Danforth Street to the existing curb cut near Davies Hall. We still support this recommendation. The applicant has expressed a willingness to do this work. However, the applicant has requested that the requirement to build new curbing and a brick sidewalk be deferred to a future date, when it would be included in a future school improvement project. The City Legal Department has recommended against conditions of approval that would allow the sidewalk and curb work to be deferred into the future. In deference to the Legal Department, The DPW supports requiring the applicant to build the new curb and sidewalk as part of the current project.

The DPW is aware that there is interest in preserving the existing tree on Storer Street near the proposed driveway, and that constructing the proposed driveway and proposed granite curbing along the driveway may damage the tree. If the Planning Board feels that preserving this tree is a high priority, and if the City Arborist and the applicant's landscape architect feel that omitting the granite curbing will significantly improve the prospect of the tree surviving construction, the DPW would not object to deleting the granite curbing near the tree.

Attach. 27a

MEMORANDUM

To: FILE

From: Marge Schmuckal

Dept: Zoning

Subject: Application ID: 2007-0085

Date: 8/8/2007

I have reviewed the newly submitted plans I received on 8/1/07. The site survey confirmed that the R-4 setback requirements are being met.

I have also reviewed the submittal for height. The method for determining the average grade is a little different than what I have been asking other applicants. Normally I request grade points around the building that are averaged. I do understand that this is an addition and that there is an existing building that is in place. Therefore there would be no points to be given for averaging along that connection wall. . And the wall along the parking lot, is basically at the same elevation. Looking at the east and west sides of the additions would normally be where elevation points would be taken. The averaging line of the east elevation does not look wrong compared to the grade. However, the averaging line of the west elevation does not neatly match the grades. I don't think this method shown by the applicant is off by much. Perhaps a sampling of the elevation points as normally requested would confirm this method of determining height. The ending for the top measurement from grade is the correct point (midway from the ridge to where the roof meets the outside wall) to use for this calculation.

I am satisfied that the parking requirements are being met. I will point out that parking for schools, by definition, is based upon classrooms and not student population. It is also noted that this arts center is for the school. I remember that my previous approvals hinged upon reassurance that this auditorium would not be leased out separately for private, non-school events. This can not be a commercial, Portland Stage Company like venue to be leased out. This auditorium is for school functions only. I would want a reaffirmation from the school to confirm the intention of it's use.

Attach. 27a

MEMORANDUM

To: FILE

From: Marge Schmuckal

Dept: Zoning

Subject: Application ID: 2007-0085

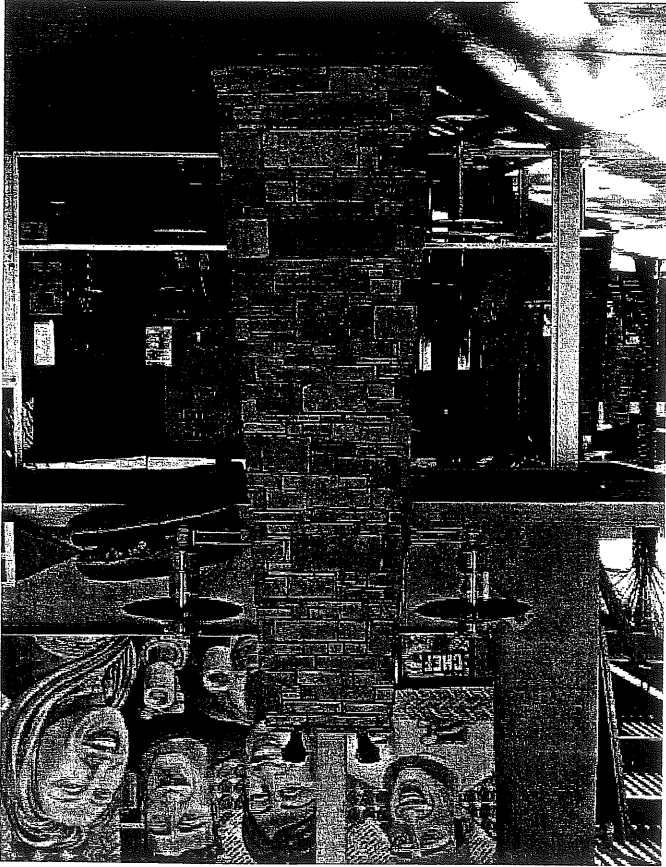
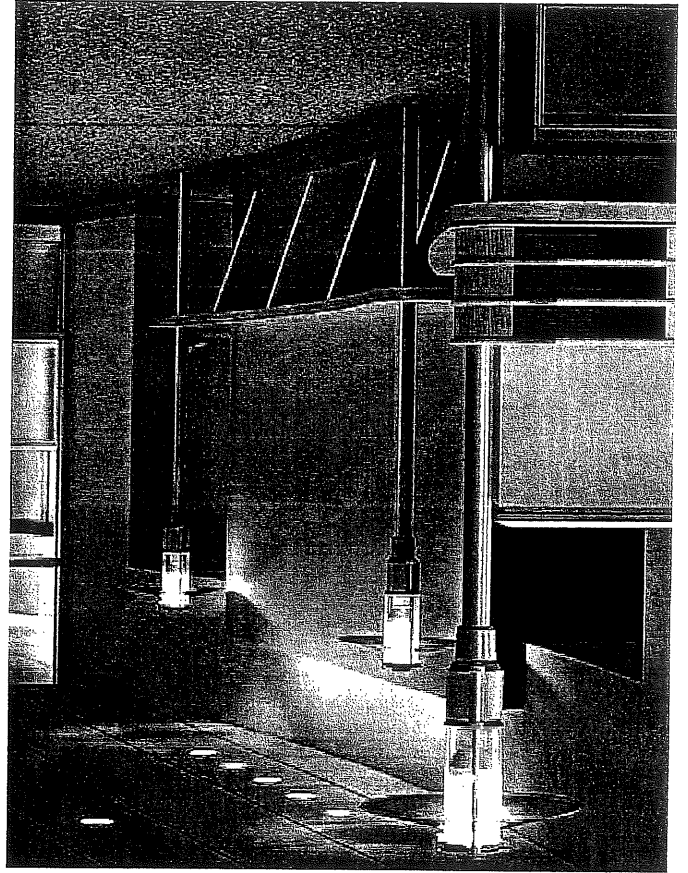
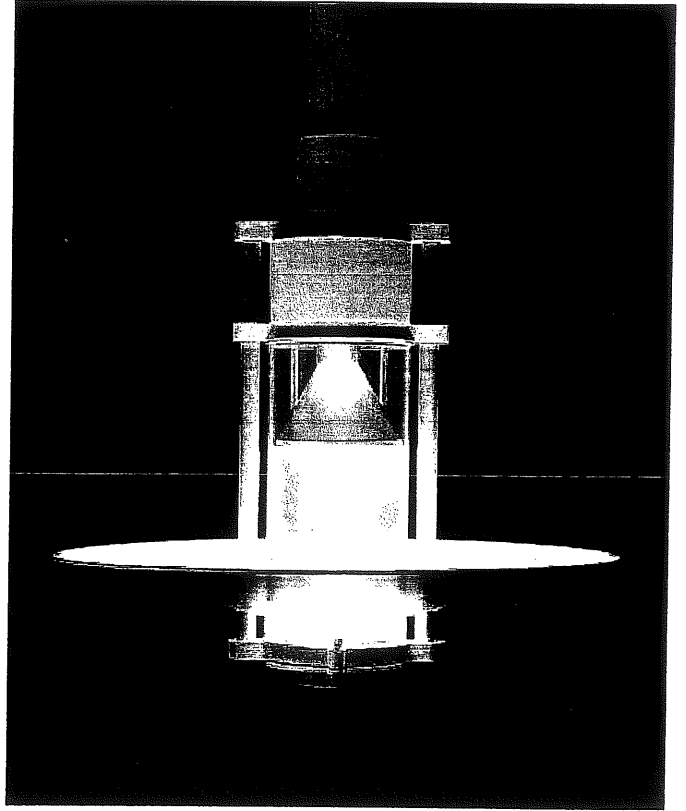
Date: 8/9/2007

I have received plans showing the methodology normally applied to determining average grade and height measurements. The proposal is just under the maximum height of 35 feet and is meeting the R-4 zone.

If the parking lot is deemed to be temporary, all the required parking that is now being met shall be replaced somewhere on the site prior to the removal of this parking lot.

Attach. 14

The Spectra Indirect has a concealed light source for smooth, glare-free illumination. The enclosed optical module eliminates the problem of light deterioration common on open lens indirect fixtures. A small amount of spill light softly illuminates the top of the shade. To achieve IES full cutoff classification for dark-sky compliance, an optional upper lens shield is available.



Specifications

8 Arm

HOUSING

The fixture housing is all cast aluminum, A356 alloy, free of any porosity, foreign materials, or cosmetic fillers. The ballast is mounted internally and accessed by loosening two captive bolts and lifting off the top of the fixture. The top cover is hinged and secured with one captive tool-less fastener for relamping. The top is sealed with a molded silicone gasket. The upper reflector cone is matte finished anodized aluminum. All lenses are molded, seamless high impact lighting grade acrylic. The lens is sealed to the housing with a molded silicone gasket on the top and bottom. The vertical struts are matte finished 316 stainless steel. All internal and external hardware is stainless steel. All female threads on the aluminum parts are cast in place brass inserts to insure no thread seizure. The fixture shall slip over a 4"/100mm round post top and secured with six stainless steel set screws.

The shade is spun from 6061 T-6 aluminum, 316 stainless steel or 110 copper. The shade has a beaded edge for added strength. The underside coating. Copper and stainless steel shades are unfinished to develop a patina. The GLA element is frosted borosilicate glass with a twist on connection to the lower cone assembly. The cone is matte finished glass refractors with a type 3 or type 5 distribution. The refractors are mounted to a gasketed aluminum holder with an internal pressure plate.

The LDL lens is acrylic with a lightly diffused internal finish. The ballast is integral to the fixture, mounted on a prewired module with a quick disconnect plug. The ballast module has two keyhole slots and is removable by loosening two screws. All components and materials are U.L. recognized. Sockets is pulse rated porcelain. HID ballasts are high power factor, rated for -30°F starting. Ballasts are multitap, wired at the factory for 277 volts.

ELECTRICAL

The ballast is integral to the fixture, mounted on a prewired module with a quick disconnect plug. The ballast module has two keyhole slots and is removable by loosening two screws. All components and materials are U.L. recognized. Sockets is pulse rated porcelain. HID ballasts are high power factor, rated for -30°F starting. Ballasts are multitap, wired at the factory for 277 volts.

FINISH

Fixture finish consists of a five stage pretreatment regimen with a polymer primer sealer, oven dry off and top coated with a thermoset super TGIC polyester powder coat finish. The finish shall meet the AAMA 605.2 performance specification which includes passing a 3000 hour salt spray test for corrosion resistance.

CERTIFICATION

The fixture is listed with ETL for outdoor, wet location use, UL1598 and Canadian CSA Std. C22.2 no.250. Fixture is warranted for three years. Ballast components carry the ballast manufacturer's limited warranty.

ARM AND POLE MOUNTING OPTIONS

SAP2 - The pole mounted arm for a single fixture shall have a cast aluminum post top and fixture fitter with two round horizontal stainless steel bars. The post fitter shall slip over a 4"/100mm pole and be secured with six stainless steel set screws. TAP2 - The pole mounted arm for two fixtures at 180 degrees shall have a cast aluminum post top and fixture fitters with two round horizontal stainless steel bars. The post fitter shall slip over a 4"/100mm pole and be secured with six stainless steel set screws. AWM2 - The wall mounted arm for a SP2 fixture shall have a cast aluminum wall plate, cover and fixture fitter with two round horizontal stainless steel bars. The cover shall secure to the wall plate with four stainless steel set screws. Wall mounting hardware for securing the backplate to the wall and caulking is by others.

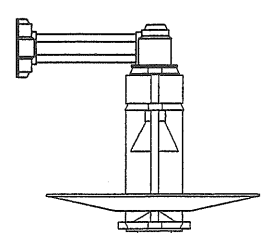
Architectural Area Lighting

14249 Artesia Blvd / La Mirada, CA 90638
714.994.2700 / fax 714.994.0522 / www.aal.net
Spectra is a registered trademark of AAL. Design patents. Copyright 2005.

All arms regardless of hood diameter, have a 4"/100mm distance from the edge of the shade to the pole centerline or face of the wall.

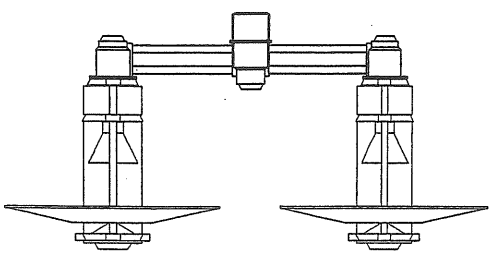
Wall mounted arm for SP2.
Wall plate is 6.375"/162MM x 3.5"/89MM. WEIGHT=5LBS.

AWM2



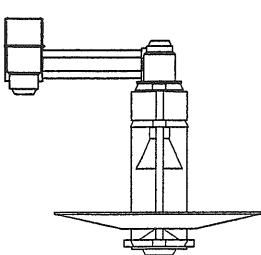
TAP2 slips over a 4"/100mm pole.
TAP2
WEIGHT=12LBS. EPA=.83

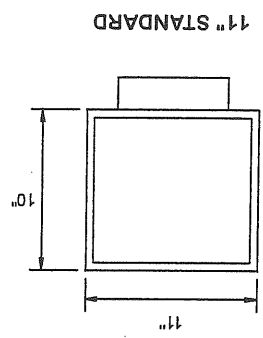
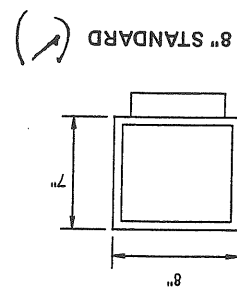
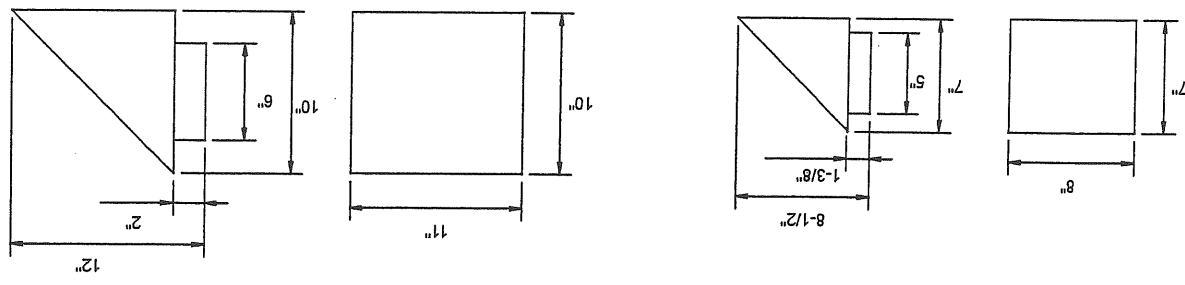
TAP2



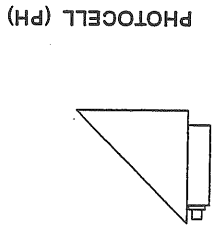
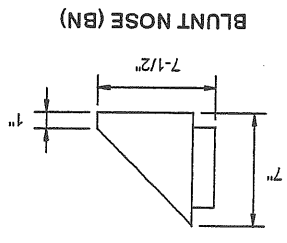
SAP2 slips over a 4"/100mm pole.
SAP2
WEIGHT=9LBS. EPA=.63

SAP2





OPTIONS



SK-3

PROJECT NO. 2003-0040

WAYNFLETE ARTS CENTER
360 SPRING STREET, PORTLAND, MAINE
Mechanical Screening at RTU

PROJECT:

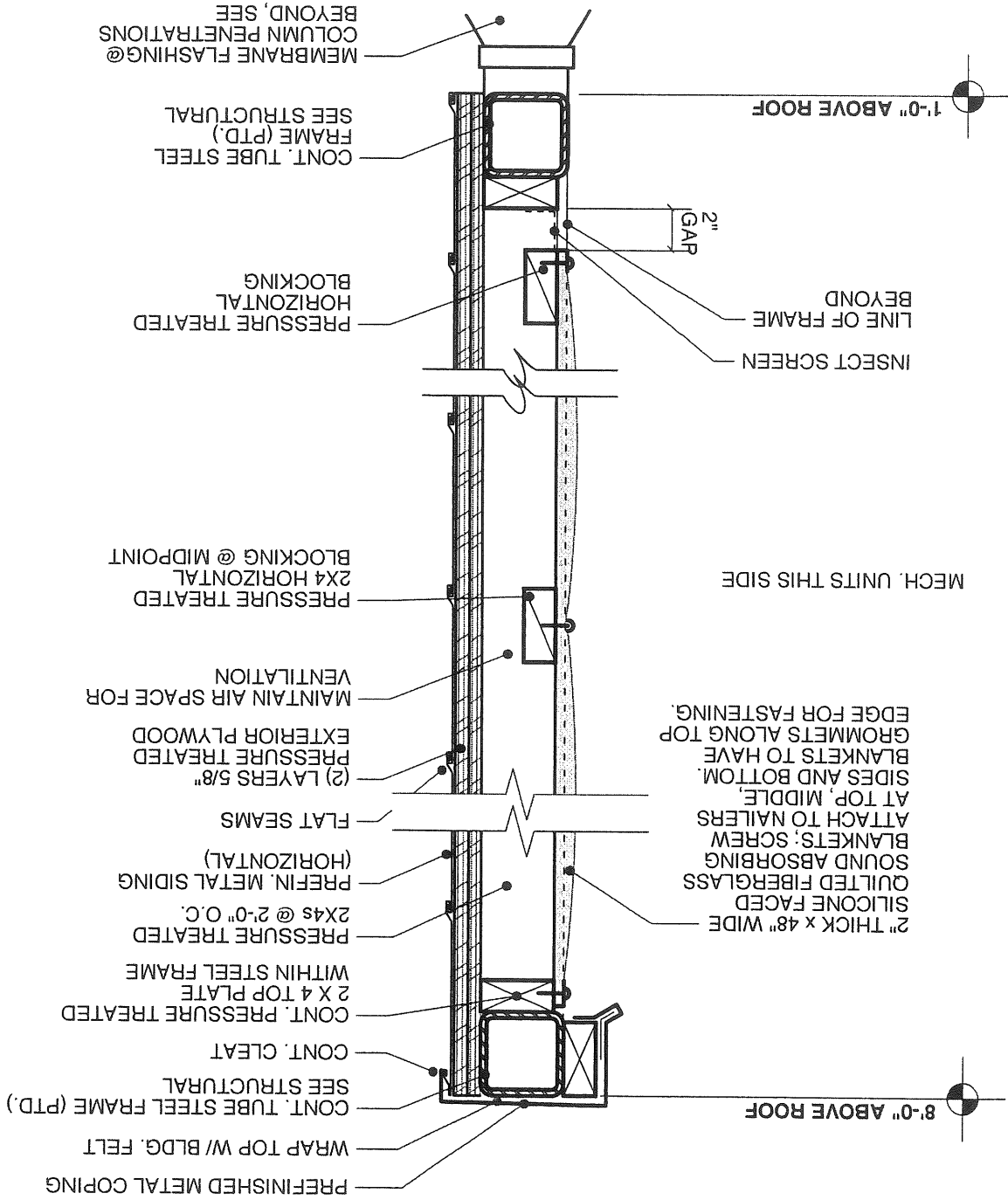
TITLE:

SCALE: 1/2" = 1'-0"

DATE: November 24, 2004

2004 © Scott Simons Architects

Scott Simons Architects
15 Franklin Street Art
Portland, Maine 04101
phone 207 772 4656
fax 207 828 4656



Attach. 15

CITY OF PORTLAND, MAINE
HISTORIC PRESERVATION BOARD

John Turk, Chair
Rick Romano, Vice Chair
Otis Baron
Martha Deprez
Kimberley Geyer
Ted Oldham
Cordelia Pitman

**DRAFT DECISION LETTER, to be
reviewed and approved by the
Historic Preservation Board at its
9/5/07 meeting.**

-----, 2007

Mark Segar, Headmaster
Waynflete School
360 Spring Street
Portland, Maine 04102

Re: Revised Proposal for Phase II of Arts Center Construction, Waynflete School

Dear Mr. Segar:

On August 8, 2007, the City of Portland's Historic Preservation Board completed its review of your revised proposal for Phase II of Waynflete's Arts Center construction project. Following a public hearing and deliberations, the Board voted 6-0 (Oldham absent) to grant a Certificate of Appropriateness for the revised plan, subject to the following conditions:

- The proposed parking lot and dumpster enclosure are approved on a temporary basis only, to be relocated in conjunction with Waynflete's next development requiring major site plan approval and pursuant to the original Arts Center site plan approved by the Historic Preservation Board in 2001 (attached.)
- Given the temporary nature of the dumpster enclosure's location, approval is granted for the panelized wood frame enclosure, "Option 1."
- The fenestration on the west elevation of the one story brick addition shall be as depicted in "Option 3" of the submitted perspective views.
- The applicant shall schedule a site visit for the Board to review and approve final color palette and finish options for the EIFS exterior and roofing of the auditorium.
- Regarding the mature tree at the southeast corner of the site, the applicant shall adhere to the preservation/replacement measures recommended by City Arborist, Jeff Tarling.

All improvements shall be carried out as shown on the plans and specifications submitted for the 8/8/07 public hearing, except as to comply with the conditions above. Changes to the approved plans and specifications and any additional work that may be undertaken must be reviewed and approved by this office prior to construction, alteration, or demolition. If, during the course of completing the approved work, conditions are encountered which prevent completing the approved work, or which require additional or alternative work, you must apply for and receive a Certificate of Appropriateness or Non-Applicability PRIOR to undertaking additional or alternative work.

This Certificate is granted upon condition that the work authorized herein is commenced within twelve (12) months after the date of issuance. If the work authorized by this Certificate is not commenced within twelve (12) months after the date of issuance or if such work is suspended in significant part for a period of one year after the time the work is commenced, such Certificate shall expire and be of no further effect; provided that, for cause, one or more extensions of time for periods not exceeding ninety (90) days each may be allowed in writing by the Department.

Sincerely,

John Turk, Chair
Historic Preservation Board

cc: Scott Simons, Scott Simons Architects
Alex Jaegerman, Planning Division Director
Shukria Wiar, Planner
Building Inspections

Memorandum

To: Michael J. Patterson, Chair, and Members of the Portland Planning Board
From: Anne C. Hagstrom, Director of Finance and Operations
Date: July 26, 2007
Re: Application for a Tree Waiver

As part of its application for approval to building the Theater and Gymnasium Project, Waynflete School respectfully requests a waiver of the regulation requiring a twenty four foot (24') driveway opening to allow the School to try to save the Norway Maple tree near the corner of Danforth and Storer Streets. Given that this will be a construction area and the tree's root system will still be disturbed, the School makes no guarantee as to the success of saving the tree but will attempt to do so.

If the waiver is granted, the School will construct an opening between eighteen (18') and twenty (20') feet as is necessary to accommodate the vehicles that will be entering and exiting from the parking lot.

Thank you for your consideration.



Scott Simons Architects

75 York Street
 Portland, Maine 04101
 phone 207 772 4656
 fax 207 828 4656
 www.simonsarchitects.com

MEMORANDUM

date: July 25, 2007
project: WAYNFLETE ARTS CENTER, PHASE TWO, 2003-0040
re: Waiver of Sidewalk & Curbing
to: Mike Farmer Public Works City of Portland
 Shukria Wiar, Planner City of Portland
 Dan Goyette Woodward & Curran
 Anne Hagstrom Waynflete
from: Austin Smith Scott Simons Architects (SSA)

Phase Two of the Waynflete Arts Center at the corner of Danforth and Storer Streets is currently in the planning board review process. In a memorandum of July 18, 2007, Dan Goyette of Woodward and Curran, peer review engineer, noted that the sidewalk and curbing was not in compliance with city standards. His memorandum stated the existing should be demolished and reconstructed to conform with current city standards

In September of 2003, Storer Street received a full overlay pavement from Spring to Danforth Street initiated by the City of Portland. This pavement was placed without milling or grinding of existing pavement and as a result, the pavement is excessively high. In many spots along its length, the pavement is flush with the top of the existing curb on both the east and west sides. (see enclosed photographs)

Our owner would like to propose that current curb heights and existing sidewalks be maintained the full length of Storer Street. When the correction of the pavement height occurs, Waynflete would then be obligated for the sidewalk and curb reconstruction at the area abutting our project.

In a telephone conversation of July 25, 2007 Mike Farmer of the Portland Public Works suggested the School establish an escrow account in the amount of the cost of curbing and sidewalk installation for the area of the projects east boundary of Storer Street. Waynflete would use these funds at a later date to correct the curbing / sidewalk. If the work is not performed within (4) years, the funds would revert to the city of Portland. Mr. Farmer also noted the current moratorium on Storer Street expires in August of 2009.

Waynflete was open to this proposal and will continue to resolve the details with the Public Works Department.

Enclosures: (4) site photos south end of Storer Street

project: Waynflete Arts Center, Phase Two
file: 2003-0040.sidewalk waiver

date: 7/31/07
 Page 1 of 2

Doc#: 63136 Bk:24399 Pg: 338

EASEMENT DEED

This Easement deed is dated as of this 21st day of September, 2006 by and between **Helen A. Webber** of 11 Fletcher Street, Portland, Maine ("Grantor") and **The Waynflete School**, a Maine non-profit corporation having a mailing address of 360 Spring Street, Portland Maine 04102 ("Grantee").

WHEREAS, Grantee has enjoyed the permissive use of a portion of the land of Grantor located at 11 Fletcher Street ("Grantor's Land") for many years as the location of an existing paved walkway (the "Walkway") for pedestrian access to the adjacent Waynflete School campus (the "Campus"); and

WHEREAS, in exchange for Grantor's permission, Grantee has performed services upon and provided benefits to Grantor's Land in recognition of Grantor's generosity and permission to use the Walkway; and

WHEREAS, Grantor and Grantee wish to create perpetual easement rights in favor of Grantee for the continued use of the Walkway to access the Campus, and to create an obligation on the part of Grantee to continue to perform services to Grantor's Land for as long as Grantor shall live thereupon;

NOW THEREFORE, for Three Thousand Dollars (\$3,000), the mutual promises and covenants herein contained, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Grantor and Grantee hereby covenant and agree as follows:

1. Grantor does hereby grant to Grantee, its successors and assigns, a perpetual right and easement for the use of the Walkway in or near its existing location, for use by Grantor, its agents, servants, students and invitees, for the purpose of pedestrian access to the Campus from Fletcher Street and/or Orchard Street, together with a further right and easement in and to the area of Grantor's Land near the Walkway as identified in the sketch attached hereto as Exhibit A (such area and the Walkway together known herein and depicted on Exhibit A as the "Easement Area," being generally located north and northwesterly of the existing garage on Grantor's Land), for the purpose of access to the Walkway with personnel and equipment for the maintenance and improvement of the Walkway from time to time to keep it in a safe and attractive condition. Grantee shall further be allowed within the Easement Area to locate landscaping, fencing, lighting, or other related improvements consistent with the ongoing use of the Walkway for the purposes set forth herein, so that its appearance may be integrated with that of the rest of the Campus. Grantee shall have the specific right to construct and maintain a fence line from the corner of the existing garage on Grantor's Land extending across the Walkway to the gymnasium located on the Campus. Grantee shall have the right to resurface (pave) the Walkway from time to time, and shall have a right to reasonably alter or widen its location within the Easement Area consistent with the further terms and conditions hereof. For the purposes of this Easement, "pedestrian access" to the Campus shall

include access by bicycle, wheelchair, or other non-motorized means of conveyance.

2. Grantee shall keep and maintain the Walkway in a good, safe and attractive condition, such maintenance being the sole responsibility of Grantee. Grantee shall provide reasonable advance notice to Grantor prior to the commencement of any work within the Easement Area that shall create unusual noise, vibration, dust, or disturbance.
3. Grantee agrees that (i) any entry or work upon the Easement Area shall not materially adversely interfere with Grantor's use of the remaining portions of Grantor's Land; and (ii) in connection with any entry upon or work performed in or upon the Easement Area by Grantee that shall impact Grantor's Land in any way, Grantee shall promptly and fully restore the property to the same or better condition as existed prior to the entry or work (this shall not act as a license to enter Grantor's Land outside of the Easement Area without advance permission); and (iii) all work that is performed by Grantee shall be performed in a good and workmanlike manner. Grantee shall require any of its contractors or agents performing work upon the Easement Area to carry types and amounts of insurance as are usual and customary.
4. Grantee agrees to indemnify and hold harmless Grantor from and against any and all damages, liabilities, losses, expenses, claims and suits (including the cost of defending the same or enforcing this indemnity, including reasonable attorneys' fees) incurred or suffered in consequence of either bodily injury to any person (including death) or damage to any property arising directly out of Grantee's acts or omissions related to the easement granted hereby, or the exercise by Grantee of the rights granted by this easement or the breach or violation of the terms hereof by Grantee. This indemnity shall not apply, however, to any costs, damages, claims, losses, suits, fees or injuries arising from Grantor's own negligence, recklessness, or willful misconduct.
5. In consideration of the Easement herein described, Grantee further agrees and covenants that during the time that Grantor Helen A. Webber shall reside at the house located on Grantor's Land ("Grantor's House"), Grantee shall mow the lawn around Grantor's House, plow the sidewalk and driveway serving Grantor's House, and promptly remove and dispose of any and all litter or debris which may accumulate on or near the Easement Area. The foregoing obligation as to mowing and plowing shall terminate upon the death of Grantor Helen A. Webber, or upon any conveyance of Grantor's Land other than to a trust or entity controlled by or created for the benefit of Helen A. Webber personally. The obligation for removal of rubbish and debris shall continue as reasonably associated with Grantee's maintenance obligations as to the Easement Area. The termination of Grantee's obligations under this Section 5 shall not revoke, affect, or diminish Grantee's perpetual easement rights described above in any way.

Doc#: 63136 Bk:24399 Pg: 340

Witness my hand and seal this 21st day of September, 2006.

WITNESS

Michael H. Hill

Helen A. Webber
Helen A. Webber

State of Maine
County of Cumberland

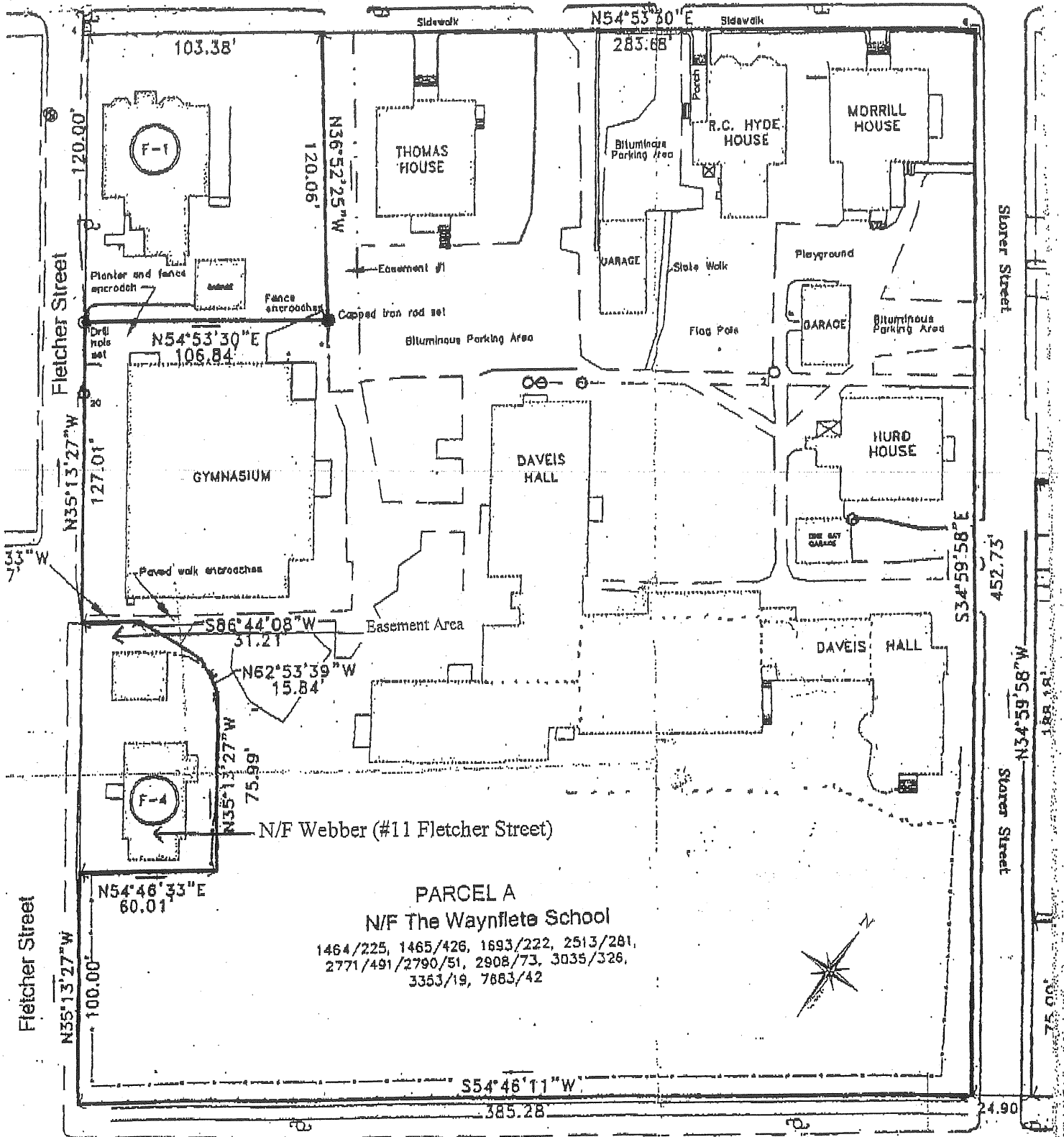
September 21, 2006

Then personally appeared before me the above named Helen A. Webber and acknowledged the foregoing instrument to be her free act and deed.

Before me,

Michael H. Hill
~~Notary Public~~/Attorney at Law

MICHAEL H. HILL



PARCEL A
N/F The Waynflete School

1464/225, 1465/426, 1693/222, 2513/281,
 2771/491/2790/51, 2908/73, 3035/326,
 3353/19, 7683/42

Received
 Recorded Register of Deeds
 Sep. 25, 2006 02:11:57P
 Cumberland County
 John B. O'Brien

0013000

001300110201

EASEMENT

The Waynflete School of 360 Spring Street, Portland, Maine ("Grantor"), in consideration of One Dollar (\$1.00) and other good and valuable consideration, grants to Monty Q. Hagen and James H. Harrison of 299 Danforth Street, Portland, Maine ("Grantees"), a perpetual Easement as described below for the limited and specific use and maintenance as a driveway for pedestrian and vehicular ingress and egress in, on and over certain real property of the Grantor, which was conveyed to Grantor as part of the deed from Whitehaven Nursing Home, Inc. dated January 30, 1985 and recorded in the Cumberland County Registry of Deeds at Book 6676, Page 324 ("Burdened Premises").

The description of the Easement is as follows:

A certain lot or parcel of land beginning at a point on the westerly side of Emery Street, which point is sixty-three (63) feet northerly from a monument marking the intersection of the northerly side of Danforth Street, with the easterly side of Emery Street,

Thence westerly along the above-described parcel a distance of sixty (60) feet to a point,

Thence northerly twelve (12) feet to a point,

Thence easterly and parallel to the first name course herein, sixty (60) feet to a point in the westerly side of Emery Street,

Thence southerly by the westerly side of Emery Street twelve (12) feet to the point of beginning.

Said Easement also includes the right and easement to construct, lay, relay, inspect, maintain, repair, rebuild, and replace within the Easement Area a driveway, underground utilities and such structures as may be necessary to control storm drainage. The Easement is for the benefit of the land of the Grantees which is more particularly described in a deed from the Estate of Peter A. Ridge to Grantees dated June 27, 1996 and recorded in the Cumberland County Registry of Deeds at Book 12588, Page 171 ("Benefited Premises").

The use of the foregoing Easement is further limited as follows: at no time shall the vehicular and pedestrian traffic over the Easement Area exceed the level of traffic, which would normally be attributed to a single-family dwelling.

All work performed upon and use of the Easement Area for the purposes set forth above shall be at Grantees' sole risk, cost and expense in such a manner as to minimize disturbance of Grantor's use and enjoyment of Grantor's adjacent land and the Burdened Premises. No structures or improvements other than those specifically contemplated herein shall be placed, maintained or suffered by Grantee in the Easement Area.

Grantees, their successors and assigns, agree to indemnify and hold harmless Grantor, its successors and assigns, from and against any and all damages, liabilities, losses, expenses, claims and suits (including the cost of defending the same or enforcing this Easement, including reasonable attorneys' fees) incurred or suffered in consequence of either bodily injury to any person (including death) or damage to any property arising out of, or in connection with, the Easement granted to Grantees, their successors and assigns, or the exercise by Grantees, their successors and assigns, of the rights granted by this Easement or the breach or violation of the terms hereof by Grantees.

BK15361 PG262

Grantor and Grantees agree that the fence on the boundary of the Easement Area is the property of the Grantor and the Grantor agrees to maintain said fence in good repair and condition, provided, however, that nothing herein shall prohibit the Grantor from replacing or removing said fence.

This Easement burdens the Burdened Premises and benefits the Benefited Premises and extends to and is binding on the respective heirs, successors and assigns of the Grantor and Grantees.

The Grantees hereby release and grant to Grantor any right, title and interest to the Easement Area that was purported to be conveyed by deed from the Estate of Peter A. Ridge to Grantees dated June 27, 1996 and recorded in the Cumberland County Registry of Deeds at Book 12588, Page 171, and any right, title and interest that Grantees may otherwise now own or possess to the fee underlying the Easement Area. The purpose of this paragraph is to clarify that the Grantees are the owners of the Easement described herein and the Grantor is the owner of the fee.

WITNESS our hands and seals this 18 day of January, 2000

[Signature]
Witness

[Signature]
Waynflete School by Margaret Morfit,
President, Board of Trustees

State of Maine
County of Cumberland, ss.

1-18 2000
1999

PERSONALLY APPEARED the above-named Margaret Morfit of Waynflete School as aforesaid, and acknowledged the foregoing instrument to be her free act and deed in her said capacity and the free act and deed of said Margaret Morfit

Before me,
[Signature]
Name: Anne C. Hagstrom
Title: Attorney at Law

[Signature]
Witness

[Signature]
Monty Q. Hagen

[Signature]
Witness

[Signature]
James H. Harrison

State of Maine
County of YORK, ss.

2-10 2000
1999

PERSONALLY APPEARED the above-named JAMES H. HARRISON and _____ and acknowledged the foregoing instrument to be his/her/their free act and deed.

Before me,
[Signature]
Name:
Title:

RECEIVED
RECORDED REGISTRY OF DEEDS

2000 MAR 10 PM 12:11

CUMBERLAND COUNTY

[Signature]



PRISCILLE S. PAUL
NOTARY PUBLIC, MAINE
MY COMMISSION EXPIRES JUNE 18, 2000

SEAL

AGREEMENT

This Agreement is made and entered into this 18th day of January 2000 between Waynflete School (Waynflete) of 360 Spring Street Portland, Maine, and Monty Q. Hagen and James H. Harrison (Hagen and Harrison) of 299 Danforth Street, Portland, Maine for good and valuable consideration.

WHEREAS Waynflete owns property on Emery Street in the City of Portland that is adjacent to property owned by Hagen and Harrison; and

WHEREAS Waynflete granted an Easement to Hagen and Harrison that is recorded in the Cumberland County Registry of Deeds at Book 5361, Page 261; and

WHEREAS the area described in said Easement is currently bordered by a wooden fence that is the property of Waynflete; and

WHEREAS the Easement provides that " the Grantor [Waynflete] agrees to maintain said fence in good repair and condition, provided, however, that nothing herein shall prohibit the Grantor from replacing or removing said fence"; and

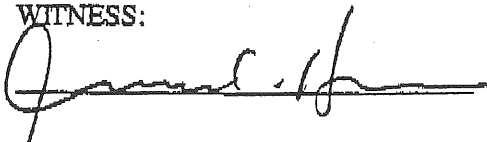
WHEREAS Waynflete is agreeable to maintaining said fence or one of equivalent quality and construction or removing said fence only by mutual agreement provided that Hagen and Harrison or either one of them continue to own and reside at said property;


NOW THEREFORE Waynflete and Hagen and Harrison do hereby agree as follows:

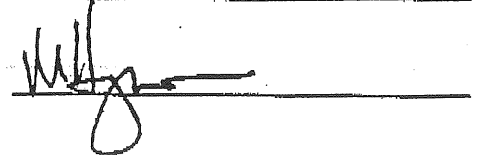
- A. Waynflete agrees to maintain said fence or one of equivalent quality and construction in good repair and condition.
- B. Hagen and Harrison agree that Waynflete can replace said fence provided that the replacement fence is of equivalent quality and construction.
- C. Waynflete and Hagen and Harrison agree that said fence will only be removed entirely by mutual agreement.
- D. This Agreement is personal to Hagen and Harrison and is not assignable. This Agreement shall terminate in the event that both Hagen and Harrison cease to own and reside at the property.

IN WITNESS WHEREOF the parties have executed this Agreement on the date and year first written.

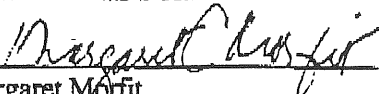
WITNESS:







WAYNFLETE SCHOOL

By 
 Margaret Morfit
 President, Board of Trustees



 Monty Q. Hagen



 James H. Harrison

0071827

BK 15898 PG 325

WARRANTY DEED

KNOW ALL BY THESE PRESENTS That We, **S. MASON PRATT, JR. and CAROL C. PRATT**, both of Portland, Cumberland County, Maine ("Grantors"), for consideration paid, grant to **THE WAYNFLETE SCHOOL**, a Maine nonprofit corporation, with a mailing address of 360 Spring Street, Portland, Maine 04101 ("Grantee"), with Warranty Covenants, the land and buildings in Portland, Cumberland County, Maine, described as follows:

MAINE REAL ESTATE TAX PAID

A certain lot or parcel of land, together with the buildings thereon, situated on the Northerly side of Danforth Street, and the Easterly side of Storer Street in the City of Portland, County of Cumberland, and State of Maine, and bounded and described as follows:

Beginning at the intersection of said Danforth Street and Storer Street;

Thence Easterly along Danforth Street one hundred one (101) feet, three (3) inches;

Thence Northerly and parallel with Storer Street seventy-five (75) feet;

Thence Westerly and parallel with Danforth Street one hundred one (101) feet, three (3) inches to a stone monument at the Easterly line of Storer Street;

Thence Southerly along the Easterly side of Storer Street seventy-five (75) feet to the corner and to the point of beginning.

Also, all our right, title and interest in and to the fee in so much of the Easterly half of Storer Street as adjoins the parcel hereinbefore described, subject to the easement of a passageway over the same created by agreement by Dependence H. Furbish, et als, dated October 1, 1861, and recorded in the Cumberland County Registry of Deeds, Book 312, Page 444, together with the right to use said Storer Street as a passageway as provided in said agreement.

Meaning and intending to convey and hereby conveying the same premises conveyed to the Grantors herein by deed of Maurice R. Torres and Margaret E. Torres dated July 31, 1970, and recorded in said Registry of Deeds in Book 3137, Page 317.

BK 15898 PG 326

Further reference is made to a deed from S. Mason Pratt, Jr. and Carol C. Pratt dated August 3, 1974, and recorded in the said Registry of Deeds, in Book 3586, Page 215.

WITNESS our hands and seals this 12 day of December, 2000.

Witness:

[Two handwritten witness signatures]

[Signature of S. Mason Pratt, Jr.]
S. Mason Pratt, Jr.
[Signature of Carol C. Pratt]
Carol C. Pratt

STATE OF MAINE
COUNTY OF CUMBERLAND, ss.

On December 12, 2000, personally appeared the above-named S. Mason Pratt, Jr. and acknowledged the foregoing instrument to be his free act and deed.

Before me,

[Signature of Notary Public]
Notary Public *[Signature]*
Printed Name: *Stephen M. Kirk*

STATE OF MAINE
COUNTY OF CUMBERLAND, ss.

On December 12, 2000, personally appeared the above-named Carol C. Pratt and acknowledged the foregoing instrument to be her free act and deed.

Before me,

[Signature of Notary Public]
Notary Public *[Signature]*
Printed Name: *Maine Atty at Law*

RECEIVED
RECORDED REGISTRY OF DEEDS
2000 DEC 13 AM 10:17
CUMBERLAND COUNTY
John B O'Brien

Memorandum

To: Michael J. Patterson, Chair, and Members of the Portland Planning Board
From: Anne C. Hagstrom, Director of Finance and Operations
Date: June 11, 2007
Re: Financing for Construction of Theater and Gymnasium

The construction of the theater and gymnasium is the next part of the three-phase project originally approved by the Planning Board. The first phase was completed in 2002. The estimated construction costs for this phase of the project are \$4,300,000.

Waynflete has undertaken a capital fundraising campaign for the theater and gymnasium and has raised over \$4,600,000 in cash and pledges to date. The campaign goal is \$6,600,000 which includes fundraising for endowment as well. Waynflete is also preparing to issue tax exempt bonds of approximately \$5,000,000 which should occur in the late summer or early fall.

Attach 86



TD Banknorth, N.A.
One Portland Square
P.O. Box 9540
Portland, ME 04112-9540
T: 207 761-8500 F: 207 761-8660
Toll Free: 800 462-3666
TDBanknorth.com

June 12, 2007

Planning Board
City of Portland
389 Congress Street
Portland, ME 04101

Dear Board Members:

I am pleased to provide to you a letter of recommendation regarding The Waynflete School's proposed Theater and Gymnasium Project.

Waynflete has maintained its commercial banking relationship with TD Banknorth since December, 1995. Waynflete has always handled its banking relationship, which includes both loan and deposit accounts, in a fully satisfactory manner. I am further impressed by the school's overall management capabilities and its strong commitment to fiscal responsibility. In summary, Waynflete has demonstrated the financial capacity to fund the proposed project.

Please contact me at 207-761-8787 if you have any further questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark V. Stasium'.

Mark V. Stasium
Vice President



Scott Simons Architects

75 York Street
 Portland, Maine 04101
 phone 207 772 4656
 fax 207 828 4656
 www.simonsarchitects.com

MEMORANDUM Conditional Use Permit

date: July 2, 2007
project: WAYNFLETE ARTS CENTER, PHASE TWO, 2003-0040
re: *Narrative describing conformance to conditions of land use code*
to: Planning Department City of Portland
from: Austin Smith Scott Simons Architects (SSA)
cc: Scott Simons SSA
 Charles Young SSA
 Anne Hagstrom Waynflete
 David Cimino Stroudwater

In response to:

3. In a narrative please address how this project is meeting the conditions of section 14-103(b) and section 14-474

1) In accordance with the conditional use standards of the Land Use code (14-474c), the Waynflete Arts Center addition can be classified as a permitted conditional use:

In R-4 zoning, a conditional use permit may be issued for an *Elementary, middle or secondary school* use, and the scope of the WAC addition conforms entirely with these functions. The addition provides classroom space, assembly space for students, faculty and parents, and a performance space for students. Waynflete will be the exclusive operator of the proposed facility, and no non-school related organizations will utilize this facility in any way. All of these functions are currently present at the school, so this addition can be seen as an extensive facilities upgrade.

2) The expanded Arts Center conforms to the additional conditional use provisions and standards applicable in an R-4 zone (14-103b).

From a strictly programmatic perspective, the WAC addition is critical for the proper functioning of the school. Currently there is no space on the Waynflete campus capable of accommodating either the upper school student body as a whole or all-staff meetings. To continue Waynflete's long standing commitment to the arts, the WAC must also be an outstanding teaching theater. The rehearsal rooms, performing arts classrooms and other support spaces are integral to the development of a comprehensive curriculum. The adjacencies of these spaces are tailored to the proper functioning of the theater. Building a new space is the optimal solution to these programmatic requirements; it is not possible to achieve these goals using the existing campus buildings. Further, this project is entirely within the footprint of the previously approved master plan and earlier WAC addition.

project: Waynflete Arts Center, Phase Two
file: 2003-0040 Conditional use.doc

date: 7/3/07
 Page 1 of 1



Scott Simons Architects

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MEMORANDUM

DRAFT

date: June 22, 2007
project: WAYNFLETE ARTS CENTER, PHASE TWO, 2003-0040
re: Draft of Parking analysis
to: Jim Carmody Traffic Engineer City of Portland
Shukria Wiar, Planner City of Portland
from: Austin Smith Scott Simons Architects (SSA)

As I mentioned in a phone call last week, I would like to have you review the Waynflete parking analysis. The enclosed responses concerning parking were prepared by **Anne Hagstrom**, the Director of Finance and Operations.

A. Will there be sufficient parking to accommodate the increased size of the auditorium?

The new auditorium will seat 276 people, 128 more seats than the current auditorium. It will be used primarily for the same classes, meetings, performances, and events for which the present auditorium (currently supplemented by rented space elsewhere) is used. The biggest difference is that all the students in any one division of the School will be able to meet together, on campus, during the school day. The need to use off-site meeting areas such as Williston West Church will be greatly diminished, if not eliminated, reducing significantly the amount of student pedestrian traffic in the neighborhood.

We do not anticipate any school-day uses that will have an increased impact on parking.

1). We have very few events that draw others to the school during the school day. Most of our school-day hours are spent in instruction. Grandparents and Friends Day is one example of a half-day (usually in May) when we have more parents and grandparents than usual, but we are able to accommodate parking for those guests now and the numbers will stay the same.

2) Our analysis of the available parking around the School shows that, even if we did have an unanticipated increase in demand for parking, there is sufficient parking available on surrounding streets. Based on information provided by our Transportation Director, Mark Bennett, there are usually an additional 75-80 legal parking spaces on any given school day plus another 35 spaces in 2-hour areas. (The west side of Vaughan St., abutting the cemetery, is one example.)

3) If there was an event with parking needs that exceeded what was available, the School would anticipate that and provide additional parking options. Being a welcoming community is an important part of the ethos of the School. Some examples of alternate parking that we could potentially utilize include local organizations which have been willing to help in the past and the School's Fore River Fields. However, based on our program review, we do not expect that there will be a need to make these kinds of alternate parking arrangements in response to the new auditorium.

We also don't anticipate any parking issues related to the use of the auditorium at night. The School's parking lots will be available as well as the available parking on surrounding streets. Further, the use of the auditorium will be for Waynflete-related activities; it will not be rented out to others.

We are confident that the new auditorium will not create new parking problems and we will continue our active management of parking and traffic in the neighborhood.

B. What has the school done to address parking in the neighborhood?

In 1995, as part of an earlier Campus Master Plan, the School submitted a Parking Plan to the Planning Board. We continue to implement that Plan and actively manage parking in the neighborhood year round as follows:

1. We have reduced demand for parking and the impact of vehicular traffic through our bus transportation system. We currently own three buses (and a van) and contract for three more to provide transportation to and from school for about 25-30% of our students.
2. We constructed a new school entrance, a loop road with improved parking around Thomas House, to divert drop-off bus and car traffic from Spring Street,
3. We provide on-campus parking for approximately 40 faculty and staff,
4. When this phase of the arts center is completed we will provide at least two additional parking spaces reserved for individuals who drive low emitting vehicles and/or who carpool.
5. We have a well-established Waynflete vehicle registration and sticker system for all employees and student drivers which has achieved approximately 98% compliance.
6. We restrict parking in the neighborhood to certain streets for employees and certain streets for students to reduce neighborhood impact, g) We actively enforce these restrictions, and we assign staff periodically to patrol on foot to ensure compliance with both City and School restrictions.
7. We have adult monitors during drop off and dismissal times.

project: Waynflete Arts Center, Phase Two
file: 2003-0040.parking memo.doc

date: 6/28/07
Page 2 of 3

8. We have instituted a no-idling policy for cars waiting to pick up their children.
9. We have asked visiting athletic team buses to park by the cemetery and turn off their engines.
10. We encourage neighbors to contact us with complaints and, when they do, we respond promptly.
11. We open our parking lots to neighbors for off street parking during snow emergencies.

Approximately 650 people travel to and from Waynflete each day. (This past year 150 students rode the bus on a regular basis.) Out of all these trips, we received only 11 parking related complaints from neighbors.

1. Four of the complaints concerned cars parked in two-hour zones; we instructed those drivers not to park there even for short periods of time.
2. Two complaints related to buses stopping in the neighborhood while waiting to board students (one anonymous complaint was found in a handwritten note on the road about a parked bus, but we couldn't discern the issue). Our bus drivers are directed (and have been reminded) to wait without idling along the edge of the cemetery.
3. Three complaints were received from neighbors whose driveways were at least partially blocked by a parked car. In two of these cases we were able to identify the driver and have them move their vehicles. In the third instance, we couldn't determine if it was a Waynflete vehicle, so we encouraged the resident to call the City and issue a complaint so the City could have the vehicle towed.
4. One complaint came from a neighbor regarding parents idling during pick up time which prompted the school to issue a no-idling policy.
5. One complaint was mentioned at a West End Neighborhood meeting about athletic buses from other schools idling during basketball games; a concern that we will continue to address with visiting schools.



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MEMORANDUM

date: July 2, 2007
project: WAYNFLETE ARTS CENTER, PHASE TWO, 2003-0040
re: Parking Questions and Analysis
to: Jim Carmody Traffic Engineer City of Portland
Shukria Wiar, Planner City of Portland
from: Austin Smith Scott Simons Architects (SSA)

In response to Planning Staff Punch List of May 31, 2007, items 6 & 7:

6. There are various complaints about parking in this neighborhood, what has the school done to address the parking demand? Please provide a narrative in regard to this.

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MEMORANDUM

date: July 31, 2007
project: WAYNFLETE ARTS CENTER, PHASE TWO, 2003-0040
re: Zoning issues of July 20, 2007
to: Marge Schmuckal Zoning Administrator City of Portland
 Shukria Wiar, Planner City of Portland
 Anne Hagstrom Waynflete
 Scott Simons Scott Simons Architects (SSA)
from: Austin Smith Scott Simons Architects (SSA)

In a memorandum dated July 20, 2007 Zoning Administrator, Marge Schmuckal, raised the following issues in regards to the proposed Waynflete Arts Center:

1. **PROPERTY LINES AND SETBACKS.** A site survey base drawing is enclosed with outline of the proposed facility shown. As requested, the site plan is to scale and property lines are shown. Also shown are dimension strings showing the actual distances. All fall within the R-4 setback requirements.
2. **BUILDING HEIGHT CALCULATIONS.** Scaled building elevations with height calculation overlays are included. Proposed roof ridge to be below existing roof ridge of Davies Hall.
3. **CLASSROOM CLARIFICATION AND PARKING REQUIRMENT.**
 There will be no increase in student population. Programs accommodated with the proposed addition currently occur within the existing facilities.
 Floor plans of the proposed Arts Center include (2) major classroom spaces of approx. 960sf each. These also included a minor music practice room of 300sf. One existing classroom of 1,400 sf is lost during construction making for a net gain of (2) classrooms. Each additional classroom added require (1) additional parking space.

Phase One of the Arts Center included required parking spaces for (5) vehicles.
 [see enclosed site plan from approved package of 2001]
 Proposed Phase Two site plans provided for a total of (11) spaces exceeding required number.

project: Waynflete Arts Center, Phase Two
file: 2003-0040 zoning issues.doc

date: 7/31/07
 Page 1 of 2



To: Chair Patterson and Members of the Portland Planning Board

From: Shukria Wiar, Planner

Date: Prepared on: July 19, 2007
Prepared for: July 24, 2007

Re: **Waynflete Art Center- Phase Two; 360 Spring Street**

INTRODUCTION

part of phase 2

This is the second workshop to discuss Waynflete Arts Center. The Waynflete School has requested site plan approval for the addition of a 13,217 sq. ft. Theater/ Auditorium that will extend from the existing Davies Hall on the Spring Street Campus. This is the second phase of two-phased project that was approved by the Planning Board in May of 2001. Construction of Phase One was completed in August of 2002. Due to the expiration of original approval, Phase Two is being re-submitted for site plan review and conditional use review by the Planning Board and concurrent review by the Historic Preservation Board.

The proposed addition is for a 276-seat auditorium/theater and the existing Waldron Auditorium will undergo interior renovations and upon completion, will be used as a gymnasium. The first phase of the project consists of the construction of a three-story addition to the south of the Davies Building, a one story addition to the north of the same building and the placement of six (6) parking spaces. The second phase will consist of the construction of the auditorium, its attached two-story addition and a new eleven (11)-space parking lot. The site is approximately .8 acres and is zoned R-4. The development requires both a conditional use review of an institutional expansion in the R-4 zone and site plan review. The conditional use standards for the R-4 institutional use and the overall standards containing in Section 14-474 (2) are included in the memo.

The contact person for Waynflete School is Anne Hagstrom and the consultant is Austin Smith, of Scott Simons Architects. The applicant's submission is included as Attachment 1 and the plan set is included as Attachment 2. This memorandum includes staff review comments and requests for additional information, which have been compiled for this memo. The applicant has not had an opportunity to respond to these points prior to this workshop.

FIRST WORKSHOP AND INFORMATION REQUESTED

On June 12, 2007, the applicant had the first workshop before the Planning Board to discuss the Arts Center. This workshop was a brief overview of the project for identification of project scope and issues of concern. At this meeting, the Board members requested the following information for a more in-depth review:

- Letter of Approval

- Planning Board Report #18-01
- Approved Site Plans *
- Updated 'State of Affairs' for Waynflete School
- Updated Master Plan
- Renderings of proposed project

A Board member asked if there were any changes in the R-4 (Residential) zone since 2001 (when the project was approved) that may impact the project. After review of the Zoning Ordinance amendments and City Council minutes, there are no amendments to the R-4 zone.

* The Board requested information on what was approved as part of this second phase in 2001 and wanted an approved site plan to be included in this memo. The 2001 file was reviewed and staff could not find any approved-stamped plans. The site plan that is provided in this memo, was included as part of the original Planning Board Report #18-01.

SUMMARY OF FINDINGS

Zoning:	R4- Residential
Proposal:	Waynflete School proposes to add a 13, 217 sq. ft. auditorium/ theater addition with support space, two new, large multi-purpose classroom spaces behind the stage area.
Parcel Size:	244, 238 sq. ft
Parking Spaces:	11 parking spaces
Building Addition:	13, 217 sq. ft.
Building Floor Area:	Ground Floor: 7,390 SF First Floor: 4, 481 SF Second Floor: 1, 346 SF

BACKGROUND INFORMATION

Waynflete School is located in the core of the West End neighborhood. Danforth, Emery, Spring and Fletcher Streets bound its campus. Many of the School's classrooms and offices are located in former residential properties along Spring and Storer Streets, which tends to blur the lines of distinction between the surrounding neighborhood and the campus itself, lending the school a more residential and less institutional feel.

The Waynflete School site is comprised of twelve classroom/ administration buildings and four storage building (garages). The buildings are various sizes and shapes, ranging from the one-story wood frame garages of 600 sq. ft. to the three story brick Upper School building of approximately 30,000 sq. ft.

In 2001, Waynflete received Historic Preservation Committee and Planning Board approval for a 23,000 sq. ft. arts center, which was to be completed in two phases. Phase I, which included a three-story addition to the west of historic Davies Hall and a one-story entrance addition to the north of the same building, was commenced shortly after City approvals. The more ambitious Phase II, which was to include the auditorium itself, a substantial two-story addition at the south end of the property and a new 24-space parking lot on the east side of Storer Street, was planned to be implemented once additional fundraising was completed.

As the applicant's narrative explains (Attachment 1) fundraising realities and shifting programmatic priorities have lead to a reduced building program and substantial redesign for Phase II of the project. Waynflete is now seeking approval from both the Planning Board and Historic Preservation Board for a revised proposal.

PROPOSED DEVELOPMENT

The new proposed project calls for an auditorium addition with support space and an eleven (11)-space parking lot south of the addition. This parking lot will run along the edge of Danforth Street; the parking lot is separated from Danforth Street by a vast grade change, a retaining wall and rows of landscaping.

Since the original approval for Phase II expired, the applicant is resubmitting this phase for review. Waynflete School proposes to add a 13,217 sq. ft. auditorium/ theater addition with a wood shop, a set of music rehearsal and support rooms, and a set of new visual arts studios and support rooms to the edge of the existing two and half story brick Davies Hall. The addition will be located to the south of this existing building toward Danforth Street. The project also includes interior renovations to the Waldron Auditorium, which will be converted to gymnasium space.

The Drama and Music programs are divided into two clusters in the new theater addition. Each cluster is attached by a classroom, off of which additional spaces provide support for multiple programs. On the ground floor, the drama classroom functions as a teaching space, a dressing room and a mock-up space for sets. The stage shop is reduced into a small workshop adjacent to the classroom, and the bathroom provides space for custom changes. The music room is directly above the drama room on the first floor and it serves both the jazz band and the chorus. There is an attached office as well as a rehearsal room and an instrument storage space. The space under the theater seats is designated for much needed storage rooms that serve all the arts programs.

The site improvements also include a new parking space area at the edge of Danforth Street. The new parking lot will consist of eleven (11) parking spaces, which will replace the current unpaved six car parking spaces that were provided in Phase I of the project. The access to the building will be from Storer Street. The project will also consist of landscaping around the addition as well as the parking lot.

The applicant states that there will be no changes in the size of the school population or the use of the arts facilities as result of this project. All programs that will use this facility exist. The site currently has numerous existing buildings used for the daily operation of this K-12 private school.

STAFF REVIEW

The proposal will be reviewed for compliance with the Conditional Use Standards of the R-4 Residential Zone, and the Site Plan Ordinance. The plan has been distributed and being reviewed by Zoning, Traffic, Fire and Department of Public Works.

CONDITIONAL USE REVIEW

1. The following standards apply for review of an institutional expansion in the R-4 zone.

Section 14-88(2)

- i. *In the case of expansion of existing such uses onto land other than the lot on which the principal use is located, it shall be demonstrated that the proposed use cannot reasonably be accommodated on the existing site through more efficient utilization of land or buildings, and will not cause significant physical encroachment into established areas; and*

The placement of the addition will be within the school's property

- ii. *The proposed use will not cause significant displacement or conversion of any residential uses as of June 1, 1983, or thereafter; and*

The arts complex and accompanying improvements will not cause the displacement or conversion of any residential units.

- iii. *In the case of a use or use expansion, which constitutes a combination of an above-listed use with capacity for concurrent operations, the applicable minimum lot sizes shall be cumulative.*

The applicable lot sizes have been met.

2. The following standards apply for all conditional uses:

Section 14-474(2)

- i. *There are unique or distinctive characteristics or effects associated with the proposed conditional use:*

There are no known unique or distinctive characteristics associated with the proposed use.

- ii. *There will be an adverse impact upon the health, safety, or welfare of the public or the surrounding area; and*

It does not appear that there will be any adverse impacts associated with the proposed project.

- iii. *Such impact differs substantially from the impact, which would normally occur from such a use in that zone.*

The impacts of this site are similar as those normally expected from such a use in this zone.

SITE PLAN REVIEW

1. Traffic/Circulation/Parking

Access to the site will be from Danforth, Spring and Storer Streets via existing driveways. The applicant states that the project will not create additional parking requirements/demands, as there is no projected increase in the number of students.

Parking

The Waynflete School is proposing an eleven-space parking lot at the edge of Danforth Street. According to the applicant's cover letter, "[t]here will be no change in the size of the school population or the use of the arts facilities as a result of this Project. All programs that will use this facility are existing." Therefore the project does not create additional parking requirements, as there is no projected increase in the number of students. Zoning Administration agrees with this assessment, as the auditorium will not be used for non-school activities.

Since the parking lot is being proposed along the edge of Danforth Street and is in the Historic District, the placement of the parking lot was reviewed for aesthetics. During the first workshop, there was a question as to how the parking lot fit into the design guidelines. There are no design guidelines for the R-4 (Residential) zone and the Zoning Ordinance does not contain language in regard to the layout of parking lots. It had been discussed among Staff that maybe the parking spaces should be placed along the building. In order to do this, the curb cut would have to be moved towards Danforth Street. This can be achieved in terms of meeting the Technical and Design Standards and grading, but Historic Preservation Board and the surrounding neighborhood have expressed concern that the Norway maple at the corner of Storer and Danforth Street should be preserved (please see Neighborhood Meeting minutes ([Attachment 5](#))). The Historic Preservation staff would prefer the parking lot at the proposed location. If the parking spaces were moved near the building, the cars would be more visible From Danforth Street because of grading on site.

In order to preserve the existing Norway maple as requested by the Historic Preservation Board and the neighborhood, the applicant has asked to have the curb cut reduced from 24' to 20'. Jim Carmody, Traffic Engineer, will support a waiver for the reduction. Planning staff and Jeff Tarling, the City Arborist went out on a site visit on July 20, 2007 site visit, and he would support saving the tree and would like to see the proposed curb cut be reduced to 18'. Mr. Tarling's written comments will be available at the workshop hearing. At the time this memo was written, Mr. Carmody did not know of the City Arborist request.

Through the different previous projects that the City has received from the applicant, there has always been an issue concerning the lack of available parking in the surrounding neighborhood. In the past the Waynflete School has attempted to manage it's parking through various measures including a parking sticker program and establishing designated parking areas with neighborhood input. The applicant has outlined the approaches taken to remedy difficulties with parking and circulation in the area and is included in [Attachment 1e](#).

Sidewalks

The existing sidewalk on Storer Street is both in poor condition and not in compliance with the City's standards (refer to [Attachment 1j](#) for photographs). This sidewalk should be demolished and reconstructed to comply with City standards and include ADA compliant ramps. The City's Sidewalk Policy requires that the sidewalk material be clay brick with clay brick apron.

2. Bulk, Location, Height of Building and Uses Thereof

The Historic Preservation Board's review will address issues relating to the location, height, massing and materials for the project. A Historic Preservation Board workshop hearing on the Art's Center proposal was held on June 20, 2007 and July 11, 2007 to discuss the project.

Since the Planning Board workshop hearing held on June 12, 2007, architect Scott Simons has made a number of design revisions to the architectural plan in response to the Historic Preservation Board's comments, including adding another 256 square feet to the building footprint at the southeast corner of the complex to provide more building mass. The applicant's latest proposal is enclosed as Attachment 1. The EIFS cladding has been replaced with brick (except for the auditorium exterior, which has always been specified for EIFS) and the fenestration of the Danforth Street façade has been modified as well. The revised Arts Center will provide a new performing arts theater with 276 fixed seats, a wood shop, a suite of music rehearsal and support rooms, and a suite of new visual arts studios and support rooms.

The site plan has been modified since the last submission. A 7-foot solid board cedar fence is proposed to run along the Danforth Street frontage of the Arts Complex and return to enclose the dumpsters. The fence is intended to shield headlights and the view of cars from the residences across the street. Historic Preservation has expressed concerns that the cedar fence will break up the continuity of the existing landscape. The existing condition of the site is that a green chain link fence runs along the edge of the property on Danforth Street. If the cedar fence replaces a portion of the chain link fence, then it will lose the continuity aspect and therefore Historic Preservation Board would like to see the chain link fence to remain. To address the shielding of the cars and its headlights onto the abutting properties, it has been recommended to the architect that a fourteen-inch (14") deep timber-parking barrier be proposed along edge of the parking lot on the east elevation.

The project architect has provided a number of computer-generated contextual images of the Arts Center (Attachment 1h); they should be helpful in assessing issues of scale and visual impact.

3. Utilities/Easements/Solid Wastes

The applicant is proposing to tie into existing sanitary sewer and water lines in Danforth and Storer Streets. Existing electrical and gas service will be extended and expanded to accommodate the project.

There are no easements that burden this portion of the property.

Site plans now call for an enclosed area for dumpsters at the west end of the parking area. The west face of the dumpster enclosure projects beyond the face of the auditorium complex. Historic Preservation recommends that the dumpster's enclosure be of brick material.

4. Stormwater

According to the applicant, any new roof drainage will be taken to the trench drain and then into to the existing Danforth Street combined sewer/ storm line via the Fletcher/ Danforth catch basin. The need to collect sheet drainage from that portion of the field will be eliminated when the addition is built, freeing up the new storm lines, catch basins and trench drain to handle the capacity of the new roof drains.

The applicant has submitted a Stormdrain Layout Plan. Dan Goyette, the Development Review Consultant, reviewed the plan and requests the following information to perform a more detailed review:

- a. Woodard & Curran has not received a stormwater management plan for review. It should include pre and post development flows, an updated capacity letter for the tie in to the combined sewer, and modeling information.
- b. A large number of civil site details are missing. Catch basin details, Casco trap details, tie in details, brick sidewalk details, pipe trench details, and trench repair details all should be included.
- c. The asphalt detail does not comply with the City's standards. The profile should consist of 1" bituminous pavement grading "C", 2" bituminous pavement grading "B" and 10" aggregate base-crushed, type "A". All details should comply with the City of Portland's Technical and Design Standards and Guidelines.
- d. The site plan drawing set does not include an existing site plan or utility plan. The utility plan should include proposed stormwater or sewer infrastructure. Locations for proposed piping and where connections to the existing system are proposed should be indicated on the plans.
- e. The existing sidewalk on Storer Street is both in poor condition and not in compliance with the City's standards. This sidewalk should be demolished and reconstructed to comply with City standards and include ADA compliant ramps.
- f. All civil plans must be stamped and signed by a professional engineer.

5. Landscaping

A landscaping plan was submitted along with the application (Attachment 2f). The proposed landscaping will include two new trees (Green Ash) to be located along the Storer Street side of the proposed auditorium as well as one tree (Scarlet Oak) on the south side of the parking lot. There will be tremendous groundcover in front of the addition as well as along the parking lot; the Landscape Plan shows eight different kinds of groundcover.

Jeff Tarling, City Arborist, has reviewed the landscape plan and has requested that the proposed Green Ash trees be replaced with 'Karpick' Red Maple. He also request that three street trees be added on Danforth Street. Two of the trees to be located at the corner of Storer and Danforth Streets (on the frontage of 3 Storer Street) and one Turkish Filbert to replace the dead tree near the retaining wall. The City Arborist will support saving the existing Norway maple tree and would like to see the proposed curb cut be reduced to 18'.

There is existing landscaping along the edge of the property between the parking lot and Danforth Street. There is also an existing green chain link fence along Danforth Street (please refer to Section Site Plan Review, Paragraph 2 above)

6. Lighting

The applicant has provided a lighting plan but does not include a photometric plan. The catalogue cuts were reviewed; the lighting pole will require an upper lens shield in order to be in compliance with the lighting standards. The lighting poles cannot exceed more than twenty (20) feet. All other lighting standards are being met.

7. Fire Safety

The site plan has been reviewed by the Fire Department. Captain Greg Cass's preliminary

comments as follows:

- a. Please define the location of the FDC.
- b. Fire flow requirements using annex H of NFPA 1, Annex J has hydrant spacing requirements should be provided.
- c. If the new building is required to have a standpipe system NFPA 14 requires a hydrant within 100' of the Fire Department connection.
- d. The flow test data from the hydrant at Emery Street was tested in 1997 and should be updated.
- e. Please submit an utility plan that addresses Fire Department connections.

8. Financial Capability

The applicant has provided a letter from Anne Hagstrom, Director of Finance and Operations at Waynflete School attesting that the School has sufficient funds to pay for the construction of the theater and gymnasium. See Attachment 1b. Applicant has also submitted a letter dated June 12, 2007 from Mark V. Stasium, Vice President, TD Banknorth regarding financial capacity.

9. Zoning

Marge Schmuckal's comments were received at 2:30 PM on Friday, July 20, 2007 and the entirety of the memorandum is covered in the following paragraphs. These comments have been relayed to the applicant.

"I have reviewed this new auditorium with classrooms and parking. This part of the campus is in an R-4 residential zone, which would allow this school expansion under a conditional use appeal to the planning board. I do not have a scaleable site plan showing actual property lines. I have basically surmised where the property lines are. It appears that the R-4 setbacks are being met. I would like an actual site plan with the property lines shown that includes the proposed new building. The applicant has given information within their packet to show that the maximum 30% lot coverage is being met at 25.89%.

I am not able to determine whether the maximum 35' height is being met at this time. I have use the grading plan L-1.2 to arrive at an average grade of 128.94 feet. The unscalable elevation plans show the height to the ridge of the new structure as 178.11 feet. Since this is a pitched roof, the correct point of ending a vertical measurement from average grade, is to a level midway between the level of the eaves and the highest point of a pitched roof. I need more information and scaleable plans for this final determination.

The application states that there are additional classrooms. The reduced floor plans are difficult to read and I am unsure of where these new classrooms will be located. For school uses classrooms trip parking requirements. At this point I am unsure of whether these are additional classrooms to the school in whole. I would need more information on this matter."

NEXT STEPS

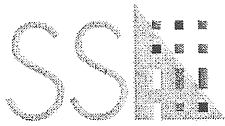
1. Address any additional information requested by the Planning Board
2. Provide the updated information requested in this memorandum.
3. Address technical issues raised in this Planning Board memorandum and the comments received from Dan Goyette, Marge Schmuckal and Captain Cass.

ATTACHMENT:

- | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> 1. Coverletter <ol style="list-style-type: none"> a. Site Plan Revision Narrative b. Financial Capacity c. Applicant Responses to Sections 14-103 (b) and 14-474 d. Site Plan- Parking Revisions e. Parking Analysis f. Site Lighting g. Current Campus Master Plan h. Architectural Rendering i. Roof Top Mechanical Unit Screening j. Existing Street Conditions 2. Site Plan <ol style="list-style-type: none"> a. A-0.0 Cover Sheet b. Site Plan c. Standard Boundary Survey d. L-1.1 Layout and Material Plan e. L-1.2 Grading Plan f. L-1.3 Planting Plan g. C1.0 Stormdrain Layout Plan 3. Dan Goyette Memorandum 4. Capt. Greg Cass email 5. Neighborhood Meeting and Minutes 6. Letter of Approval 7. Planning Board Report #18-01 8. 2001 Approved Site Plan 9. Updated 'State of Affairs' for Waynflete School 10. Photographs of the Norway Maple 11. Marge Schmuckal Memorandaum | <p>Dated: 07.03.2007</p> <p>Dated: 05.18.2007</p> <p>Dated: 05.29.2007</p> <p>Dated: 07.18.2007</p> <p>Dated: 07.20.2007</p> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|

A11.1

Waynflete Arts Center
Phase Two
July 3, 2007



Scott Simons Architects

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Portland, Maine 04101
phone 207 772 4656
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MEMORANDUM Site Plan Punchlist Memorandum

date: July 3, 2007
project: WAYNFLETE ARTS CENTER, PHASE TWO, 2003-0040
re: Major Development, Site Plan Punchlist questions of May 31, 2007
to: Shukria Wiar
Planning Department City of Portland
from: Austin Smith Scott Simons Architects (SSA)
cc: Scott Simons SSA
Charles Young SSA
Anne Hagstrom Waynflete
David Cimino Stroudwater

In response to Planning Staff questions of May 31, 2007:

1. *Please provide a narrative as to what was approved in May of 2001 and what is being proposed for this Phase II project. Compare and contrast the two proposals. Please provide this for the workshop hearing.*

Please see enclosed memorandum, 'Site Plan Revision Narrative' dated June 12, 2007, from Scott Simons Architects.

2. *Technical and Financial letter shall be submitted; We will require in writing what grants and amounts are being used to fund this project. A letter of financial capacity is requested from the school and one from the bank.*

Please see enclosed memorandum from Anne Hagstrom, dated June 11, 2007, "Financing for the Construction of Theater and Gymnasium." Also enclosed a letter dated June 12, 2007 from Mark V. Stasium, Vice President, TD Banknorth regarding financial capacity.

3. *In a narrative, please address how this project is meeting the conditions of Section 14-103 (b) and Section 14-474.*

See enclosed memorandum dated July 2, 2007

project: Waynflete Arts Center, Phase Two
file: Response to PB punchlist of 053107.doc

date: 7/3/07
Page 1 of 1

4. According to the City's Technical and Design Standards and Guideline, Section 2 (A) (b), a two way drive shall be 24' and the site plans shows 20'. The applicant can request a formal waiver of this standard.

Driveway width increased to 24', reflected on enclosed drawing L-1.1 dated July 2, 2007

5. According to the City's Technical and Design Standards and Guidelines, Section 3(A), Parking stalls shall be 9' x 19'. Please show this on the site plan or submit a waiver of the standard.

Current drawings revised to include 9' x 19' parking stall complying with city standards.
See revised drawing L-1.1, dated July 2, 2007.

6. There are various complaints about parking in this neighborhood, what has the school done to address the parking demand? Please provide a narrative in regard to this.

See enclosed parking narrative.

7. The City's Traffic Engineer has requested parking analysis be submitted.

See enclosed parking narrative.

8. The Waynflete School Campus Master Plan 2006, shows a 24 space parking lot on Storer Street, diagonal from the proposed project site. Why isn't this space being used for parking instead of the proposed parking lot?

(24) car parking lot on east side of Storer, as outlined in the Master Plan of 2006, would accommodate parking for the full build out of the Phase Three of the Arts Center. The (11) spaces currently shown on Phase Two, would be relocated east of Storer. The future (24) car lot would also be providing for the loss of 12 spaces in the creation of the future library quad.

9. Is the Arts and Music Studio, which is included as part of the approved Phase Two plan, being proposed as a third phase? Please explain in full.

While the Third Phase is a possibility, it is not anticipated in the immediate future. If a need for expansion of the Arts Center is determined and funds become available, it will be permitted independently.

10. A utilities plan shall be submitted. The plan shall show all existing and proposed utilities. This shall show the position of the transformer on Storer Street.

- Domestic water Line (2"), fire protection line (6"), & natural gas lines are in place and operational since September of 2001. Each of these utilities was sized to accommodate the full buildout of Phase Two.
- Three phase power is currently provided to the facility from a transformer installed in Phase One east of Storer Street. Connection is made to the Arts Center by underground conduit beneath Storer Street. Existing service connections will be adequate to meet the needs of Phase Two. No street intervention into Storer is anticipated.
- All existing utilities to be documented in site civil drawings.

17. *When the proposal to convert part of 3 Storer House (Pratt House) into administrative offices came before the Planning Board (June 2006), there were suggestions that this phase should included the space needed. Explain in detail as to how the school is meeting the administrative space that is needed and why it is not being proposed in this development.*

The Arts Center Project approved by the City in 2001 was designed to help meet the School's space and program needs for theater, arts, and athletics. The School's fundraising and planning activities have been focused on those program needs for the past six years and the School is planning to break ground this fall.

There are several reasons why the School will not entertain the suggestion of the Planning Board to include administrative offices in these proposed spaces:

- a) The Theater and Gymnasium has been carefully designed to meet the program needs of the School. The Campus Master Plan (approved by the Board of Trustees in 2005 following a year-long process,) thoughtfully considered the long term development of the campus and identified the areas where administrative offices could be housed most appropriately for the long term.
- b) Adding four to six offices and associated meeting and support spaces would (to name a few issues) necessitate a redesign of the building, add significantly to the cost of design and construction, add to the footprint of the building, and change the requirements for the mechanical systems which were installed as part of Phase I to serve the subsequent phases of the building as designed.
- c) Any delay in beginning construction necessitated by significantly changing the design will delay construction, adding to the costs of construction, and delaying when students will be able to use the facilities.
- d) The fundraising for this project is especially sensitive to the timing of breaking ground and pressures from increased construction costs.

18. Department of Public Works comments

- a. *A stormwater plan has not been submitted for review. It should include pre and post development flows, an updated capacity letter for the tie in to the combined sewer, and modeling information.*

To be forwarded under separate cover.

- b. *A large number of civil site details are missing. Catch basin details, granite curb installation details, tie in details, brick sidewalk details, pipe trench details and trench repair details all should be included.*

To be forwarded under separate cover.

- c. *No proposed stormwater or sewer infrastructure is shown on the plans. Locations for proposed piping and where it connections to the existing system are proposed should be indicated on the plans.*

To be forwarded under separate cover.

project: Waynflete Arts Center, Phase Two
file: Response to PB punchlist of 053107.doc

date: 7/3/07
Page 4 of 5

11. *Lighting-catalog cuts showing height, wattage, type, etc. All proposed lighting fixtures need to meet the City's standards. A photometric plan shall be submitted.*

Enclosed is drawing E-2 dated 05.16.07. All exterior lighting is shown with associated site photometrics. Also enclosed are catalog cut sheets of selected fixtures outlining mounting heights, lamping, voltage and cut off properties.

12. *Are there solid waste (trash) containers being proposed on the site? What is being proposed for trash removal?*

- Solid waste is collected within the building to a designated room at the South east corner of the Ground Floor. In addition to trash collection this room will accommodate recycling for the school.
- Site waste storage will be handled in (2) dumpsters, one designated for cardboard with a capacity of 10 yards and another for general waste with a capacity of 6 yards. These will be positioned at the west end of the parking aisle. This will allow for the direct accessibility by waste removal trucks while keeping the waste away from public streets
- Dumpsters will be on cast in place concrete slabs with 6" diameter steel bollards to prevent damage. All four elevations will have screening of a custom cedar enclosure. This screening will match the lower parking screening along the side of Danforth Street for the length of the parking area. Swinging doors of cedar screening will conceal the dumpsters. See drawing L-1.1 dated July 2, 2007.

13. *Submit a copy of the most current master plan for the campus.*

See enclosed Master Plan of 2006.

13. *Submit capacity letter from the various utilities that are required.*

As outlined in question 10 above, utilities are in place and operational. All systems were designed with the original full build out of 2001 in mind. Due to the fact that the current proposal is significantly smaller than the proposal of 2001, capacity is more than adequate for this addition.

14. *Submit copies of deeds for the Waynflete School property.*

Copies of deeds provided to planning staff separately on July 3, 2007.

15. *Submit Architectural renderings of the proposed addition.*

See enclosed renderings, revised elevations and floor plans.

16. *The project proposes a new roof top mechanical unit, submit evidence of the measurement to be taken to lower the noise level.*

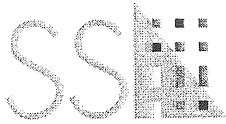
The roof top mechanical unit was previously shown centered on roof of the future gymnasium; running east/west. This will be repositioned to run north/south and moved to the far east side of the roof to lessen its visual impact. Unit will be ducted from the bottom lowering the overall height of the unit by 4 feet. The revised position is reflected on the enclosed revised drawing A-1.3, dated July 2, 2007. In addition to the repositioning of the unit, acoustic mechanical screening will be incorporated. Detail SK-3 shows the construction and configuration of the visual and acoustic barrier.

- d. New Handicapped ramps should be constructed at the corner of Storer and Danforth Streets. The associated details will need to be included.*

Concerning both items d. and e. please note the condition of Storer Street edge, curb and sidewalk in the enclosed photographs. In 2003 a new paving overlay was installed on Storer between Spring and Danforth Street. This raised the top of paving to within 1" to 1 ½" of top of curb. Without addressing the pavement elevation, it is difficult to reset curb heights for long term ADA compliance.

- e. The conditions of the existing sidewalk should be indicated.*

Existing sidewalk of the west side of Storer Street is cast in place concrete with granite curbing. See enclosed photographs of existing site conditions including Storer Street curbing / sidewalk , existing Norway Maple tree and Danforth Street sidewalk, stone retaining wall, plantings, and fencing.



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MEMORANDUM Site Plan Revision Narrative

date: June 12, 2007
project: WAYNFLETE ARTS CENTER, PHASE TWO, 2003-0040
re: Narrative describing alterations and amendments to previously approved proposal
to: Planning Department City of Portland
from: Austin Smith Scott Simons Architects (SSA)
cc: Scott Simons SSA
Charles Young SSA
Anne Hagstrom Waynflete
David Cimino Stroudwater

Due to their evolving program and space needs and the realities of their fundraising efforts, the Waynflete School has decided to make several design changes to the Second Phase of the Arts Center project. These changes are primarily organizational, and do not reflect a comprehensive rethinking of the overall program of the building. In prioritizing the overall campus redevelopment plan, Waynflete has determined that pursuing the full extent of Phase Two of the Arts Center is not the best use of the school's resources at this time. Instead, they have divided the original Phase Two into two parts, the new Phase Two and a future Phase Three. The new Phase Two is a more modest proposal than originally presented and approved by the Board, focusing on only the School's most pressing current needs.

As originally designed, the Waynflete Arts Center was to have two phases. The First Phase, completed in 2001, was primarily a visual arts gallery, music room, art room, and dance room addition to Davies Hall. It also included a comprehensive renovation of the interior of Davies, increasing the space for the music and visual arts programs. The Second Phase of the Arts Center was conceived as a far more extensive addition, providing a new performing arts theater with 276 fixed seats, a wood shop, a suite of music rehearsal and support rooms, and a suite of new visual arts studios and support rooms.

The new proposal identifies the most vital elements of the original design and unifies them in a coherent scheme. Considering the extensive development of the visual arts program in Phase One, emphasis has been placed on the performing arts and music in the updated Phase Two proposal. The new design offers more flexible programming through two new, large multi-purpose classroom spaces behind the stage area. Rather than having specialized rooms dispersed throughout the building, the programs are divided into two clusters, one for Drama and one for Music. Each is anchored by a classroom, off of which ancillary spaces provide support for multiple programs. On the ground floor, the drama classroom functions as a teaching space, a dressing room and a mock-up space for sets. The stage shop is condensed into a small workshop adjacent to the classroom, and the bathroom provides space for costume changes. Due to the decreased shop size, direct access to the outdoors enables larger set pieces to be brought directly onto the stage. The music classroom is directly above the drama classroom, and it serves both the jazz band and the chorus. It has an attached office as well as a rehearsal room and an instrument storage space. The space under the theater seats has been designated as an extensive, and urgently needed, storage room, serving all of the arts programs.

project: Waynflete Arts Center, Phase Two
file: 2003-0040 Revision narative.doc

date: 6/18/07
Page 1 of 2

New infrastructural services are also provided for in this scheme. An indoor recycling and trash room is located on the ground floor to provide a disposal hub for Davies Hall and the now connected Arts Complex. Parking has also been expanded by an additional five spaces to the south of the Phase Two additions.

Many modifications and improvements to the initial proposal have also been driven by the demand for enhanced building performance. Waynflete has long been a proponent of environmental responsibility. While all phases of the Arts Center were initially designed to be ecologically sound, with the recent rise of LEED certification, the criteria for judging a building performance have been significantly refined. As a community, Waynflete has resolved to have the Arts Center achieve LEED certification and as a result we have revised the aspects of the design impacted by these updates, including improvements to the exterior envelope, improvements to the mechanical systems and controls, and the selection of better quality, higher recycled content materials throughout.

Memorandum

To: Michael J. Patterson, Chair, and Members of the Portland Planning Board
From: Anne C. Hagstrom, Director of Finance and Operations
Date: June 11, 2007
Re: Financing for Construction of Theater and Gymnasium

The construction of the theater and gymnasium is the next part of the three-phase project originally approved by the Planning Board. The first phase was completed in 2002. The estimated construction costs for this phase of the project are \$4,300,000.

Waynflete has undertaken a capital fundraising campaign for the theater and gymnasium and has raised over \$4,600,000 in cash and pledges to date. The campaign goal is \$6,600,000 which includes fundraising for endowment as well. Waynflete is also preparing to issue tax exempt bonds of approximately \$5,000,000 which should occur in the late summer or early fall.



TD Banknorth, N.A.
One Portland Square
P.O. Box 9540
Portland, ME 04112-9540
T: 207 761-8500 F: 207 761-8660
Toll Free: 800 462-3666
TDBanknorth.com

June 12, 2007

Planning Board
City of Portland
389 Congress Street
Portland, ME 04101

Dear Board Members:

I am pleased to provide to you a letter of recommendation regarding The Waynflete School's proposed Theater and Gymnasium Project.

Waynflete has maintained its commercial banking relationship with TD Banknorth since December, 1995. Waynflete has always handled its banking relationship, which includes both loan and deposit accounts, in a fully satisfactory manner. I am further impressed by the school's overall management capabilities and its strong commitment to fiscal responsibility. In summary, Waynflete has demonstrated the financial capacity to fund the proposed project.

Please contact me at 207-761-8787 if you have any further questions.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Mark V. Stasium'.

Mark V. Stasium
Vice President



Scott Simons Architects

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MEMORANDUM Conditional Use Permit

date: July 2, 2007
project: WAYNFLETE ARTS CENTER, PHASE TWO, 2003-0040
re: Narrative describing conformance to conditions of land use code
to: Planning Department City of Portland
from: Austin Smith Scott Simons Architects (SSA)
cc: Scott Simons SSA
Charles Young SSA
Anne Hagstrom Waynflete
David Cimino Stroudwater

In response to:

3. In a narrative please address how this project is meeting the conditions of section 14-103(b) and section 14-474

1) In accordance with the conditional use standards of the Land Use code (14-474c), the Waynflete Arts Center addition can be classified as a permitted conditional use:

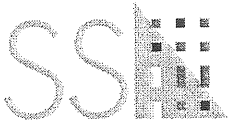
In R-4 zoning, a conditional use permit may be issued for an *Elementary, middle or secondary school* use, and the scope of the WAC addition conforms entirely with these functions. The addition provides classroom space, assembly space for students, faculty and parents, and a performance space for students. Waynflete will be the exclusive operator of the proposed facility, and no non-school related organizations will utilize this facility in any way. All of these functions are currently present at the school, so this addition can be seen as an extensive facilities upgrade.

2) The expanded Arts Center conforms to the additional conditional use provisions and standards applicable in an R-4 zone (14-103b).

From a strictly programmatic perspective, the WAC addition is critical for the proper functioning of the school. Currently there is no space on the Waynflete campus capable of accommodating either the upper school student body as a whole or all-staff meetings. To continue Waynflete's long standing commitment to the arts, the WAC must also be an outstanding teaching theater. The rehearsal rooms, performing arts classrooms and other support spaces are integral to the development of a comprehensive curriculum. The adjacencies of these spaces are tailored to the proper functioning of the theater. Building a new space is the optimal solution to these programmatic requirements; it is not possible to achieve these goals using the existing campus buildings. Further, this project is entirely within the footprint of the previously approved master plan and earlier WAC addition.

project: Waynflete Arts Center, Phase Two
file: 2003-0040 Conditional use.doc

date: 7/3/07
Page 1 of 1



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MEMORANDUM

date: July 2, 2007
project: WAYNFLETE ARTS CENTER, PHASE TWO, 2003-0040
re: Parking Questions and Analysis
to: Jim Carmody Traffic Engineer City of Portland
Shukria Wiar, Planner City of Portland
from: Austin Smith Scott Simons Architects (SSA)

In response to Planning Staff Punch List of May 31, 2007, items 6 & 7:

6. *There are various complaints about parking in this neighborhood, what has the school done to address the parking demand? Please provide a narrative in regard to this.*

In 1995, as part of an earlier Campus Master Plan, the School submitted a Parking Plan to the Planning Board. We continue to implement that Plan and actively manage parking in the neighborhood year round as follows:

1. We have reduced demand for parking and the impact of vehicular traffic through our bus transportation system. We currently own three buses (and a van) and contract for three more to provide transportation to and from school for about 25-30% of our students.
2. We constructed a new school entrance, a loop road with improved parking around Thomas House, to divert drop-off bus and car traffic from Spring Street,
3. We provide on-campus parking for approximately 40 faculty and staff,
4. When this phase of the arts center is completed we will provide at least two additional parking spaces reserved for individuals who drive low emitting vehicles and/or who carpool.
5. We have a well-established Waynflete vehicle registration and sticker system for all employees and student drivers which has achieved approximately 98% compliance.
6. We restrict parking in the neighborhood to certain streets for employees and certain streets for students to reduce neighborhood impact, g) We actively enforce these restrictions, and we assign staff periodically to patrol on foot to ensure compliance with both City and School restrictions.
7. We have adult monitors during drop off and dismissal times.

8. We have instituted a no-idling policy for cars waiting to pick up their children.
9. We have asked visiting athletic team buses to park by the cemetery and turn off their engines.
10. We encourage neighbors to contact us with complaints and, when they do, we respond promptly.
11. We open our parking lots to neighbors for off street parking during snow emergencies.

Approximately 650 people travel to and from Waynflete each day. (This past year 150 students rode the bus on a regular basis.) Out of all these trips, we received only 11 parking related complaints from neighbors.

1. Four of the complaints concerned cars parked in two-hour zones; we instructed those drivers not to park there even for short periods of time.
2. Two complaints related to buses stopping in the neighborhood while waiting to board students (one anonymous complaint was found in a handwritten note on the road about a parked bus, but we couldn't discern the issue). Our bus drivers are directed (and have been reminded) to wait without idling along the edge of the cemetery.
3. Three complaints were received from neighbors whose driveways were at least partially blocked by a parked car. In two of these cases we were able to identify the driver and have them move their vehicles. In the third instance, we couldn't determine if it was a Waynflete vehicle, so we encouraged the resident to call the City and issue a complaint so the City could have the vehicle towed.
4. One complaint came from a neighbor regarding parents idling during pick up time which prompted the school to issue a no-idling policy.
5. One complaint was mentioned at a West End Neighborhood meeting about athletic buses from other schools idling during basketball games; a concern that we will continue to address with visiting schools.

A. Will there be sufficient parking to accommodate the increased size of the auditorium?

The new auditorium will seat 276 people, 128 more seats than the current auditorium. It will be used primarily for the same classes, meetings, performances, and events for which the present auditorium (currently supplemented by rented space elsewhere) is used. The biggest difference is that all the students in any one division of the School will be able to meet together, on campus, during the school day. The need to use off-site meeting areas such as Williston West Church will be greatly diminished, if not eliminated, reducing significantly the amount of student pedestrian traffic in the neighborhood.

We do not anticipate any school-day uses that will have an increased impact on parking.

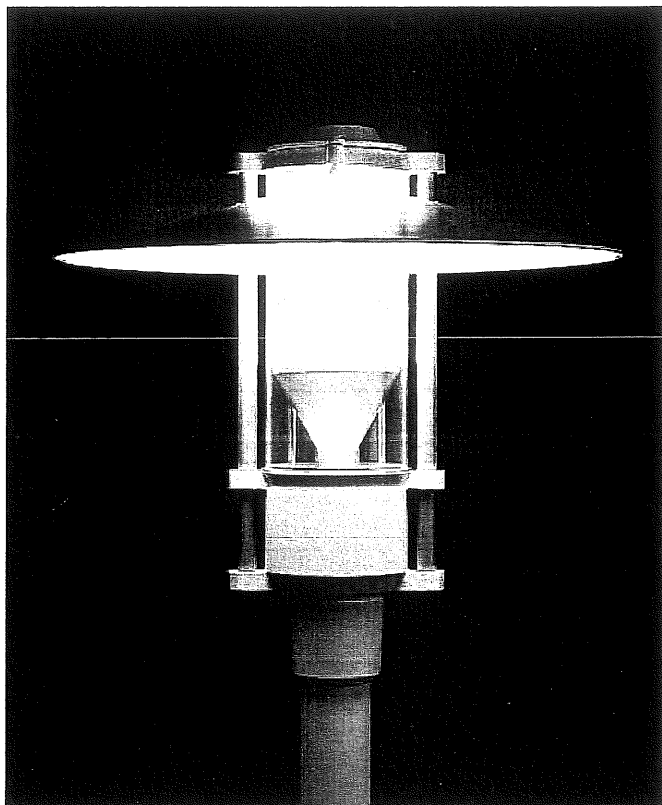
1). We have very few events that draw others to the school during the school day. Most of our school-day hours are spent in instruction. Grandparents and Friends Day is one example of a half-day (usually in May) when we have more parents and grandparents than usual, but we are able to accommodate parking for those guests now and the numbers will stay the same.

2) Our analysis of the available parking around the School shows that, even if we did have an unanticipated increase in demand for parking, there is sufficient parking available on surrounding streets. Based on information provided by our Transportation Director, Mark Bennett, there are usually an additional 75-80 legal parking spaces on any given school day plus another 35 spaces in 2-hour areas. (The west side of Vaughan St., abutting the cemetery, is one example.)

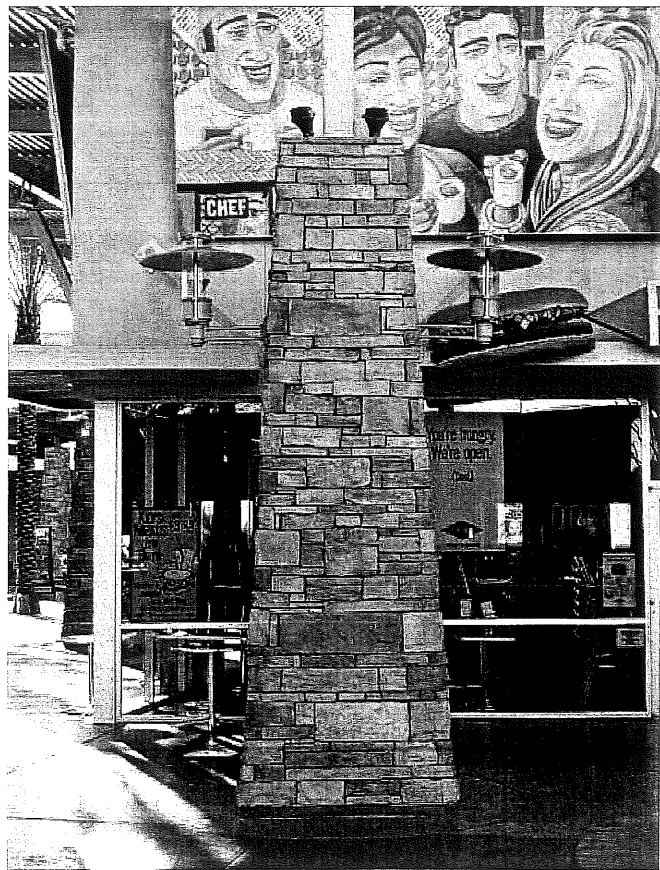
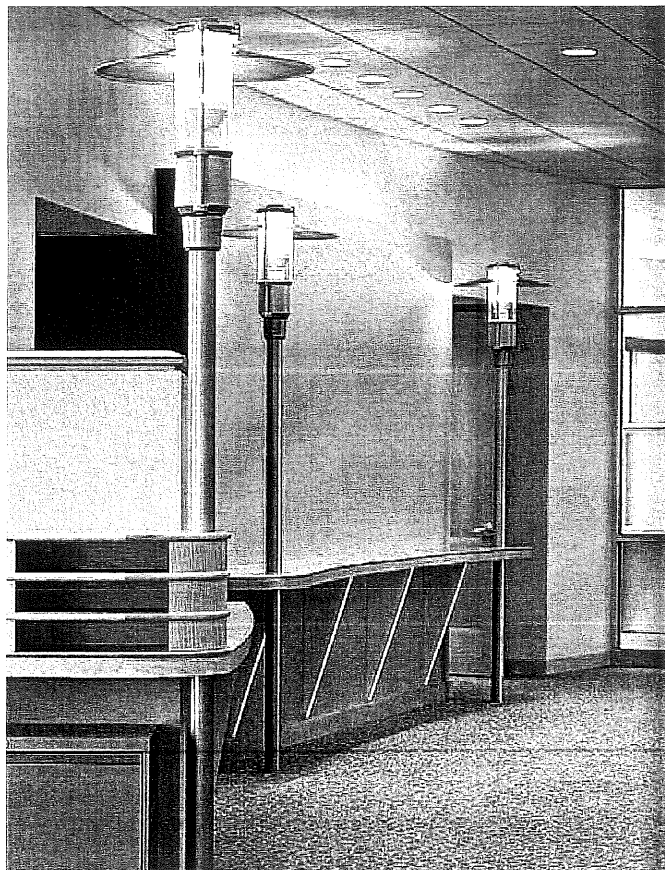
3) If there was an event with parking needs that exceeded what was available, the School would anticipate that and provide additional parking options. Being a welcoming community is an important part of the ethos of the School. Some examples of alternate parking that we could potentially utilize include local organizations which have been willing to help in the past and the School's Fore River Fields. However, based on our program review, we do not expect that there will be a need to make these kinds of alternate parking arrangements in response to the new auditorium.

We also don't anticipate any parking issues related to the use of the auditorium at night. The School's parking lots will be available as well as the available parking on surrounding streets. Further, the use of the auditorium will be for Waynflete-related activities; it will not be rented out to others.

We are confident that the new auditorium will not create new parking problems and we will continue our active management of parking and traffic in the neighborhood.



The Spectra Indirect has a concealed light source for smooth, glare-free illumination. The enclosed optical module eliminates the problem of light deterioration common on open lens indirect fixtures. A small amount of spill light softly illuminates the top of the shade. To achieve IES full cutoff classification for dark-sky compliance, an optional upper lens shield is available.



Architectural Area Lighting

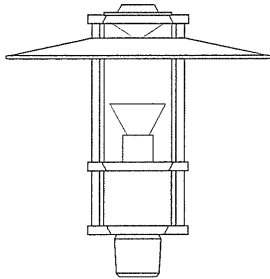
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714.994.2700 / fax 714.994.0522 / www.aal.net

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SP2 IND / / / / / / / /
 FIXTURE/HOOD LENS ELEMENT LAMP BALLAST COLOR HOOD FINISH OPTIONS ARM POLE

1 / 2 Fixture / Hood



DIMENSIONS:
 23.5" / 597MM DIA X 23.9" / 610MM
 WEIGHT: 35 POUNDS
 EPA: 1.43 IP: 65
 SLIPS OVER A 3" O.D. POLE

Note: Spectra Indirect ships with
 Straight hood as standard.

3 Lens Element

- 3 type 3 light pattern
- 5 type 5 light pattern

4 Lamp Ballast

- INC**
 Incandescent
 150 watt maximum for SP1.
- CF**
 120/277 electronic ballast for use with
 4 pin, 32 or 42 watt T-4 compact fluo-
 rescent lamps. Not available for GR3
 or GR5.
- 50MH**
 50 watt metal halide dual voltage for
 120/277 volt.
- 70MH**
 70 watt metal halide multitap ballast,
 120/208/240/277 volt.
- 70MHT6**
 70 watt metal halide dual voltage,
 120/277 volt. Uses a G12 base, clear
 T-6 ceramic MH lamp.
- 100MH**
 100 watt metal halide multitap ballast,
 120/208/240/277 volt.
- 50HPS**
 50 watt high pressure sodium multitap
 ballast, 120/277 volt.
- 70HPS**
 70 watt high pressure sodium multitap
 ballast, 120/208/240/277 volt.
- 100HPS**
 100 watt high pressure sodium multi-
 tap ballast, 120/208/240/277 volt.

Lamps not included.
 Unless noted, use ED-17 lamps.
 All fixtures prewired for 277 volts

5 Colors

- WHT** white
- BLK** black
- MTB** matte black
- DGN** dark green
- DBZ** dark bronze
- WRZ** weathered bronze
- BRM** metallic bronze
- VGR** verde green
- CRT** corten
- MAL** matte aluminum
- MDG** medium grey
- ATG** antique green
- LGY** light warm gray
- RAL COLOR:**
- CUSTOM COLOR:**

6 Optional Hood Finish

- STS** stainless steel
- COP** satin natural copper

Note: All hoods have the underside fin-
 ished in high reflectance white.

7 Options

- 347** 120/227/347 volt ballast
 except 70MHT6
- AWM2** wall mounted arm for SP2
- ULS** Upper lens shield above the
 hood. Provides cutoff
 optics.
- SAP2** arm mount for SP2.
 Designed to slip over a
 4"/100mm diameter pole.
- TAP2** twin arm mount for SP2.
 Designed to slip over a
 4"/100mm diameter pole.
- AD4** adaptor for SP2, slips over a
 4" O.D. pole.

SOLD TO _____ PO # _____ JOB NAME _____
 / /

Approvals

Specifications

HOUSING

The fixture housing is all cast aluminum, A356 alloy, free of any porosity, foreign materials, or cosmetic fillers. The ballast is mounted internally and accessed by loosening two captive bolts and lifting off the top of the fixture. The top cover is hinged and secured with one captive tool-less fastener for relamping. The top is sealed with a molded silicone gasket. The upper reflector cone is matte finished anodized aluminum. All lenses are molded, seamless high impact lighting grade acrylic. The lens is sealed to the housing with a molded silicone gasket on the top and bottom. The vertical struts are matte finished 316 stainless steel. All internal and external hardware is stainless steel. All female threads on the aluminum parts are cast in place brass inserts to insure no thread seizure.

The fixture shall slip over a 4"/100MM round post top and secured with six stainless steel set screws.

The shade is spun from 6061 T-6 aluminum, 316 stainless steel or 110 copper. The shade has a beaded edge for added strength. The underside of the painted shades (only) are finished in a high reflectance white powder coating. Copper and stainless steel shades are unfinished to develop a patina.

The GLA element is frosted borosilicate glass with a twist on connection to the lower cone assembly. The cone is matte finished anodized aluminum.

The GR3 and GR5 are precision molded borosilicate glass refractors with a type 3 or type 5 distribution. The refractors are mounted to a gasketed aluminum holder with an internal pressure plate.

The LDL lens is acrylic with a lightly diffused internal finish.

ELECTRICAL

The ballast is integral to the fixture, mounted on a prewired module with a quick disconnect plug. The ballast module has two keyhole slots and is removable by loosening two screws. All components and materials are U.L. recognized. Sockets is pulse rated porcelain. HID ballasts are high power factor, rated for -30°F starting. Ballasts are multitap, wired at the factory for 277 volts.

FINISH

Fixture finish consists of a five stage pretreatment regimen with a polymer primer sealer, oven dry off and top coated with a thermoset super TGIC polyester powder coat finish. The finish shall meet the AAMA 605.2 performance specification which includes passing a 3000 hour salt spray test for corrosion resistance.

CERTIFICATION

The fixture is listed with ETL for outdoor, wet location use, UL1598 and Canadian CSA Std. C22.2 No.250.

WARRANTY

Fixture is warranted for three years. Ballast components carry the ballast manufacturer's limited warranty.

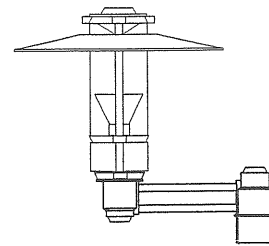
ARM AND POLE MOUNTING OPTIONS

SAP2 - The pole mounted arm for a single fixture shall have a cast aluminum post top and fixture fitter with two round horizontal stainless steel bars. The post fitter shall slip over a 4"/100MM pole and be secured with six stainless steel set screws.

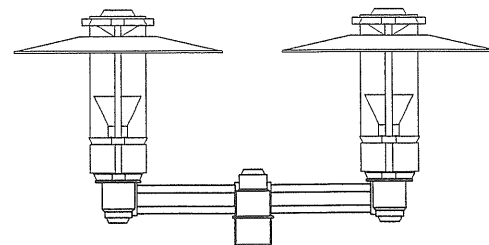
TAP2 - The pole mounted arm for two fixtures at 180 degrees shall have a cast aluminum post top and fixture fitters with two round horizontal stainless steel bars. The post fitter shall slip over a 4"/100MM pole and be secured with six stainless steel set screws.

AMW2 - The wall mounted arm for a SP2 fixture shall have a cast aluminum wall plate, cover and fixture fitter with two round horizontal stainless steel bars. The cover shall secure to the wall plate with four stainless steel set screws. Wall mounting hardware for securing the backplate to the wall and caulking is by others.

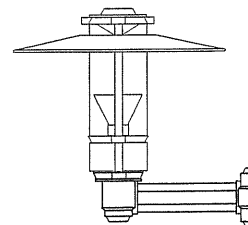
8 Arm



- SAP2**
SAP2 slips over a 4"/100mm pole.
WEIGHT=9LBS. EPA=.63



- TAP2**
TAP2 slips over a 4"/100mm pole.
WEIGHT=12LBS. EPA=.83



- AMW2**
Wall mounted arm for SP2.
Wall plate is 6.375"/162MM x
3.5"/89MM. WEIGHT=5LBS.

All arms regardless of hood diameter, have a 4"/100MM distance from the edge of the shade to the pole centerline or face of the wall.

Architectural Area Lighting

DESCRIPTION

682-WP "Floating" Wedge Wall Sconce features bronze construction and is available in two sizes.

Catalog #		Type
Project		
Comments		Date
Prepared by		

SPECIFICATION FEATURES

Material

Painted aluminum or solid bronze. 1/8" white acrylic diffuser for CFL/Incandescent and clear tempered refractive glass for MH. Optional clear tempered glass for full cut-off.

Finish

Premium TGIC polyester powder coat paint, 2.5 mil nominal thickness for superior protection against fade and wear. Standard: Natural Bronze (NBZ)[Sustainable Design]. Note: Bronze will weather to a dark bronze patina. Premium: Black (BK), Grey (GY), White (WH), Dark Platinum (DP), Graphite Metallic (GRM), Silver Metallic (SM), Gold Metallic (GM), Bronze Metallic (BM), Verdigris (VG), Lacquered Satin Chrome (SCL), Lacquered Satin Nickel (SNL) or Custom Color (CC).

Optics

Refer to www.shaperlighting.com for complete photometrics.

Ballast

Integral electronic HPF multi-volt 120/277V (347V Canada), thermally protected with end-of-life circuitry to accommodate 26W, 32W or 42W lamps. Metal halide ballasts are HPF open core & coil type, multi-volt 120/277V for the specified lamp wattage. Contact the factory for 347V.

Lamp/Socket

8": One (1) or two (2) 26W or 32W (GX24q-3) triple CFL lamp(s), one (1) 42W (GX24q-4) triple CFL lamp, or one (1) 75W A-19 lamp. 11": Two (2) 26W, 32W (GX24q-3) or 42W (GX24q-4) triple CFL lamps, one (1) 50W, 70W or 100W ED-17 Metal halide lamp or one (1) 100W A-19 lamp. CFL socket injection molded plastic. INC socket fired ceramic rated for 660W-250V. MH socket ceramic pulse-rated, 4KV. INC socket fired ceramic rated for 660W/250V. Lamps furnished by others.

Installation

Supplied with a mounting back for a standard 4" J-box or stucco ring. Optional rear (through wall) feed conduit mounting. Surface mount conduit power feed - Contact factory.

Options

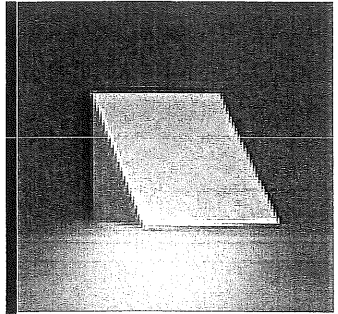
Rear (through wall) Feed Conduit Mounting (C), Blunt Nose (BN), Photocell with 1 1/2" deep back support (PH), Quartz Restrike - MH 11" only (QR), Clear Tempered Glass Lense for full cut-off (TGL) [Dark Sky Compliant]. Energy Star Rating - Consult factory.

Labels

U.L. and C.U.L. approved for wet location.

Modifications

Contact the factory regarding scale options, unique finishes, mounting, additional materials/colors, or decorative detailing.



682-WP SERIES

Exterior Wall Luminaires
"Floating" Wedge



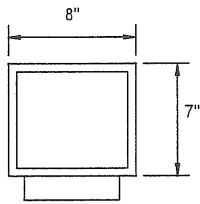
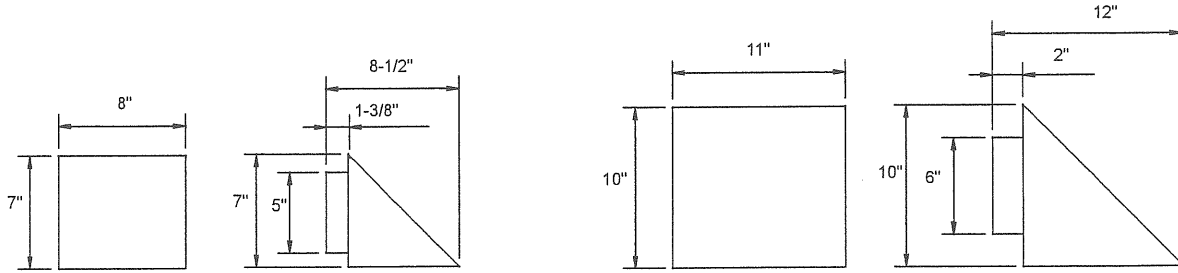
ORDERING INFORMATION

Sample Number: 682-WP-11-MH/1/70-277V-BK

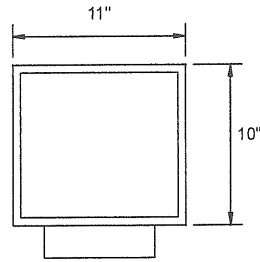
Series 682-WP: Floating Wedge Wall Sconce	Size 8" 11"	Lamp CFL/1 (26/32/42W-Triple) ¹ CFL/2 (26/32/42W-Triple) ² CFL/2/32 ¹ INC/1/75 ¹ INC/1/100 ² ✓ MH/1/50 ² MH/1/70 ² MH/1/100 ²	Voltage 120V 277V ³ 347V ⁴	Finish ^{5, 6} Standard NBZ: Natural Bronze Premium BK: Black BM: Bronze Metallic CC: Custom Color DP: Dark Platinum GM: Gold Metallic GRM: Graphite Metallic ✓ GY: Grey SCL: Lacquered Satin Chrome SM: Silver Metallic SNL: Lacquered Satin Nickel VG: Verdigris WH: White	Options BN: Blunt Nose C: Rear (through wall) Feed Conduit Mounting PH: Photocell QR: Quartz Restrike ^{2, 7} TGL: Sandblasted Tempered Glass Lense ⁷
-----------------------------------------------------	--------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

- Notes: 1 Available in 8".
2 Available in 11".
3 CFL and MH only.
4 Available with CFL only.
5 Premium TGIC polyester powder coat paint, 2.5 mil nominal thickness for superior protection against fade and wear.
6 Bronze will weather to a dark bronze patina.
7 MH only.

Dimensions

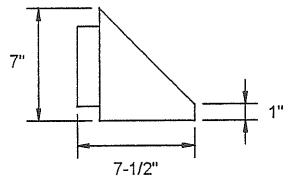


8" STANDARD (✓)

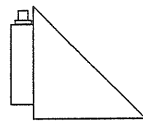


11" STANDARD

OPTIONS



BLUNT NOSE (BN)



PHOTOCELL (PH)

WAYNFLETE SCHOOL

Campus Master Plan

Approved by the Board of Trustees
March 15, 2005

The Campus Master Plan Committee

David Brown
Taffy Field
Anne Hagstrom
Peter Hamblin
Cinda Joyce
Mark Lickus
Alan McIlhenny, chair
Cynthia Orcutt
Scott Simons

With the assistance of:

Jane Begert
Peter Brewitt
Molly MacAuslan
John Orcutt
Mark Segar

Waynflete School

Campus Master Plan

Achievements of the past decade:

Waynflete invested millions of dollars to improve its facilities over the past decade, and the improvements are evident everywhere.

Upper School:

- Construction of the Science Wing
- Complete renovation of the Emery building
- Improvements to the café and basement work and storage areas

Middle School:

- Construction of the addition linking Morrill and Cook-Hyde
- Complete renovation of Morrill, Cook-Hyde and Hurd
- Creation of the Academic Support Center in Hurd
- Creation of the archives space in Morrill
- Locker room created in the garage building
- Play area improvement

Lower School:

- Creation of the 2-3 classroom in Hewes
- Renovation of the Early Childhood classrooms
- Lower playground improvements and expansion

The Arts Center:

- Completion of Phase 1 the gallery and studios
- Renovation of Daveis House

Gymnasium:

- Construction of the locker room addition

Administration:

- Creation of the faculty workroom and mailroom
- Office renovations

Outdoors:

- Improved pathways and lighting
- The Loop Road around Thomas House
- Fore River Fields:
 - tennis courts
 - baseball diamond

New Properties:

- 305 Danforth Street – The Headmaster’s House
- 3 Storer Street
- Several small parcels adjacent to the Fore River Fields

Maintenance:

- Everywhere, with more always needed

Guiding Assumptions and Principles

Several important assumptions underlie the 2005 Campus Master Plan:

- Waynflete will remain on its campus in Portland’s West End, and its athletic facilities will remain at the Fore River Fields off Osgood Street
- The size of the school will remain at its current level of approximately 540 students
- The relative sizes and age-ranges of the three school divisions will remain the same: Lower School EC (3 and 4 year olds) – 5th grade (165 students); Middle School 6th – 8th grades (140 students); Upper School 9th – 12th (235 students)
- Continuity will be maintained in the School’s mission and programs

And several guiding principles underlie our deliberations and recommendations:

- Enhance safety
- Promote accessibility
- Preserve open space
- Preserve the historic character and distinctive appeal of the school campus and buildings
- Consider environmental issues of energy efficiency and green design
- Create welcoming points of access to the campus and to the school divisions
- Invest in the maintenance of all of the buildings – endow this if possible

Methodology

This is an updating of the 1994 Campus Master Plan rather than an attempt to start from scratch. Where the earlier document relied on extensive interviews with stakeholders throughout the school, we have relied on interviews with the heads of the school's three divisions – Lower, Middle and Upper – and with those in charge of specific facilities or functions, such as the library, the café and the athletic department. An extensive questionnaire was prepared by the committee to help those interviewed assess their respective facility needs, and many used the questionnaire to solicit the input of their division faculty or co-workers. The principal respondents were asked to dream – a little – with the understanding that their dreams would face stiff competition for limited financial resources. The committee thanks all who helped us gather the information that went into this report.

The process we followed included the following elements:

- Establishment of our Guiding Principles
- Identification of Existing Conditions on the Campus
 - Site
 - Building Use
 - Open Space and Landscape
 - Circulation and Parking
 - Buildings
 - Useable square footage
 - Identification of storage areas and condition
- Identification of future physical needs through the interview and questionnaire process described above
- Charrettes to explore alternative ideas for future improvements
- Refinement of a preferred Final Plan to be used as a starting point by decision makers preparing funding and construction plans

Waynflete School Campus Master Plan

Priorities and Recommendations for Future Planning

March 15, 2005

The Board of Trustees established the Campus Master Planning Committee (CMP) in the fall of 2003 as a subcommittee of Buildings and Grounds to recommend revisions to the 1994 Waynflete Campus Master Plan. The revised Plan summarized below also addresses the fourth goal of the 2002 Strategic Plan to “improve facilities to meet program needs”. The subcommittee consisted of trustees, faculty, staff, parents, and architects.

In June of 2004, the Board of Trustees approved fundraising and construction design for the Theater and Gymnasium Project which is the School’s first priority for current new construction. The proposed revisions to the Campus Master Plan assume that this facility will be built.

The CMP recommended that the next priorities for Waynflete should be a New Lower School and an Athletic Fieldhouse & Additional Playing Fields in that order. Other projects considered as having a high level of importance, and which would greatly enhance the program and campus are listed in Tier II in alphabetical order; these have not been prioritized. The third section is a list of other important needs and considerations identified in the planning process, some of which could be addressed through the completion of other projects.

I. Tier I Campus Master Plan Priorities.

1. **New Lower School.** The first priority for future investment is the creation of a New Lower School. While this would not involve the construction of a new building, the addition of new spaces and renovation of existing areas would result in a transformation so complete that, in effect, the Lower School would seem entirely new. Although there have been some improvements to the Lower School as part of the prior Campus Master Plan (creation of the 2-3 classroom, renovation of Early Childhood spaces, and playground improvements and expansion), classrooms for K-1, 2-3, and 4-5 continue to be overcrowded, there is little quiet space anywhere in the building, no entry or central gathering place, no library space, a crowded art studio space, no space for academic tutorials, no dedicated space for the Afterschool Program¹, an inadequate and out-of-date playground for the youngest children, and no handicapped access to the 2-3 program.² Further, storage for curriculum materials is

¹ One possibility for creating dedicated space for Afterschool as well as additional meeting rooms and storage areas would be to purchase and renovate the house at 11 Fletcher Street, known as the Webber House. There would be many factors to consider (cost of purchase and renovations, availability for actual use given zoning and land use restrictions), but its location within the natural footprint of the Waynflete campus and proximity to the Lower School suggest that it could be a viable solution.

² Handicapped access to the 2-3 classroom will be addressed in the spring of 2005 at least as a temporary solution. A long-term solution may also be possible with the completion of the Theater and Gymnasium Project.

consigned to damp and markedly substandard basement areas and the heating system is old, unreliable, and inefficiently zoned.

Since the original Campus Master Plan was adopted by the Board, the Middle and Upper Schools have each undergone a transformation involving both the addition of new spaces and renovations. The effect of these transformations on the students, faculty and program cannot be overstated. A similar transformation of the Lower School is long overdue. Lower School should be housed in a state-of-the-art facility that better supports its already excellent programs.

2. **Athletic Fieldhouse & Fields**. The second priority for future investment is the construction of a Fieldhouse and the addition of more playing fields at the Fore River Fields Complex. A Fieldhouse and new fields would greatly expand Waynflete's capability to meet the athletic needs of its middle and upper school students and could contain many attractive features depending on cost and available resources. Preliminary designs reviewed by the Committee suggested at least two possibilities for siting of a Fieldhouse that could contain up to three basketball courts, suspended track, weight room and fitness center, aerobic exercise room, training room, locker rooms, offices as well as ample parking and storage. A Fieldhouse would address many of the scheduling and use limitations that currently exist with only one gym on campus, and would provide an admissions advantage for middle and upper school students considering Waynflete. Although some of these limitations will be addressed with the conversion of Waldron Auditorium to lower and middle school recreational space as part of the Theater and Gymnasium Project, the current gym will still not meet the needs of competitive athletics for students in grades 7-12; it has only one playing surface, limited spectator seating, inadequate locker room space, an inadequate weight room, and no storage. Other uses for a fieldhouse could include an environmental classroom and meeting spaces.

Additional soccer and lacrosse fields and a softball field could be created depending on the siting of a fieldhouse and the possible acquisition of additional properties adjoining the Fore River Fields. With up to ten teams vying for two fields in the fall and spring, additional playing fields are sorely needed. A field with an artificial surface would allow teams to begin practices earlier in mud season.

As the area at the Fore River Fields is further developed, it will be important to preserve undeveloped space in the woods and along the waterfront for outdoor classrooms and environmental studies.

Tier II. **Campus Master Plan Projects (in alphabetical order)**

➤ **Completion of Arts Center**. The Arts Center was originally conceived as being built in three phases, the last of which would include large music classrooms and art studio space. The Theater and Gymnasium Project which currently (2005) is the primary focus for fundraising and construction will add a state-of-the-art auditorium and recreational space for lower and middle schools. The project, originally Phase II, was re-designed to provide additional spaces to support the music and theater and programs including a Jazz room, set building areas, dressing rooms and storage. However, it does not complete the original

vision of the Arts Center and there will still be a need for larger classrooms and art studio spaces in the future.

➤ Library and Technology Center. The existing Library in the Emery Building is an active, bright and welcoming space, typically crowded with students. Although used most intensively by Upper School students, it serves the library needs of the whole school. The offices for technology staff are currently located in Cook-Hyde and storage for equipment (CD's, slides, computers, DVD's, tapes, etc.) is in various places across campus. Both Middle and Upper schools have a computer room for student use, although the Middle School would benefit from having a larger classroom that could hold more computers.

Additional space for books, research, work areas for library staff and students, and storage is increasingly necessary. Storage for technology equipment should be centralized and offices for technology staff should be in closer proximity to the Library. There could also be spaces dedicated to more advanced technology uses such as a media center.

The Committee looked at the possibility of adding a floor to the top of the current library, expanding the library down the eastern slope or building a new building on campus. A new building could possibly be located in the area of the current Storer parking lot, but this siting would reduce the amount of play/open space on campus which, as noted below is also a significant need. A new building would, however, have a ripple effect across the campus in opening up additional space in Emery and Ruth Cook Hyde. A two-story building in either location or an expansion of the current facility could have exciting possibilities for library services by providing browsing/fiction on one level with a centralized open circulation desk and a second level for reference/quiet study and computer work stations. Technology staff could be housed in that building along with storage. The possibility of demonstration classrooms or a media center could also be explored.

➤ Play Space and Open Space. Play space on campus is severely limited for all three schools. Although Middle School play areas improved dramatically with the completion of the Loop Road/MS Playground Project, there is still limited space for games involving throwing or distance such as football and lacrosse. The Sanctuary is an area reserved for quiet conversations or reflection and is not used for active games. The Lower School field along Danforth Street is limited in size due to construction activity, parking, and is used heavily by Lower School students. Any new construction on campus should keep in mind the importance of maintaining or adding to play space.

Preservation of open space is important both for the School and the neighborhood. The School has improved the feeling of open space on campus with the completion of the Loop Road Project and the creation of pathways linking Emery, Daveis, Hurd House, and the sanctuary.

➤ Waynflete Front Door. The "Front Door" refers to the first impression that visitors have when they come to Waynflete, whether in Thomas House or Lower, Middle or Upper School. This impression is important for current and prospective families, alumni, candidates for employment, and other visitors. The goal is for the School to be physically organized and staffed in a way that it is warm, welcoming, and easy to navigate for everyone who comes.

The current offices for Administration (Admissions, Business, Development and Head of School) do not meet those goals due to the layout of Thomas House which has limited waiting areas, separation of departments on more than one floor or in more than one building, no handicapped access, and a lack of gathering/meeting spaces for parent volunteers and alumni. The entry areas of each School are also not designed in a way that welcomes students or families. One solution would be to create spaces which serve as central reception areas located on a ground floor or with handicap access, with administrators located near the central area. The Campus Master Plan Committee was confident that there are several options to create a better "Front Door" for the Admissions, Business Office, Development, and Head of School using existing buildings including the possible renovation and use of the Storer Street House (if allowed by the City).

III. Ongoing Projects, Needs, and Considerations. This section identifies additional space needs, some of which could be accomplished through completion of projects listed above. The creation of new library/technology space, for example, could result in additional classroom space in Middle School. Also listed in this section are considerations that should be taken into account in any project – accessibility, storage, and parking.

➤ Academic Support. The current space in the basement of Hurd House provides little privacy and quiet for academic support faculty to work with students. The space is also dark and too hot in the winter months. Ideally, Academic Support would have a large central office, private rooms for tutors to work with students, a director's office and a gathering space.

➤ Accessibility. Accessibility is an issue in several areas of the School – Thomas House, 3rd floor of Ruth Cook Hyde and Morrill Houses, and the 2-3 classroom.

➤ Adjoining Properties. There are several properties adjoining the main campus and the athletic fields that could be of future use by the School. The "Webber House" located on Fletcher Street borders the Lower School and is within the natural footprint of the School. Students walk in to school daily along the north side of the house and play along the south side of the house. There is nearly constant activity around 3/4 of the property. Conversion of this property (if the building were purchased by the School and a partial change of use permitted by the City) could significantly alleviate Lower School needs for dedicated space for Afterschool, storage, and meeting areas. Several properties adjacent to the Fore River Fields could also be purchased to expand playing fields and parking.

➤ Middle School: The Middle School would benefit from at least three more spacious classrooms for up to 16 students, a larger computer room space, and gathering spaces to accommodate each grade and advising faculty. A larger and more accessible location for student lockers would be a significant improvement.

➤ College Counseling. College counseling is currently run by three people out of the Dean of Studies office and other spaces in the Middle School. A dedicated space, with private offices for counselors to meet with students, a small library of college catalogues,

materials and tables for students to use to research opportunities would provide welcome support for this important aspect of the Upper School.

➤ Faculty Housing. Short or long term faculty housing could assist new faculty/staff moving to the Portland area and other faculty/staff faced with high housing costs. The availability of on-campus or near-campus housing could also help alleviate the housing shortage in Portland.

➤ Parking. The possibility of additional on-campus parking should be considered whenever possible as part of the School's ongoing efforts to improve safety and reduce the impact of parking in the neighborhood.

➤ Storage. The need for more storage across the School is critical. Some of the projects in Tiers I and II include a storage component as well. Any current storage space that is converted to other uses should have an accompanying storage plan elsewhere on campus.

➤ Upper School: The primary unmet need in the Upper School is for gathering spaces for large groups of up to 65 people.

P r o g r a m S u m m a r y

Project: Waynflete Master Plan – Programming

Re: Summary of Programming Interview Sheets for Tier I and II
Projects

Waynflete School Program			
Space Name	Existing SF	Proposed SF	Remarks
Lower School	11,100 SF 0 SF 600 SF 0 SF 500 SF <u>3,800 SF</u> 16,000 SF	3,050 SF 1,350 SF 800 SF 1,250 SF 800 SF <u>4,300 SF</u> 11,550 SF	Classroom space Lower School Library Art Studio First Floor of Webber House Offices Storage, Lobby, 30% planning factor Sub-total for Lower School
Fieldhouse	9,500 SF	30,000 SF 43,300 SF	Option #1 – 2-court Gym Option #2 – 3-court mini Field House
Library/Technology	2,800 SF 270 SF	2,800 SF 800 SF	Note: Proposed Library for LS is included in the LS proposed SF Technology
Front Door/Administration	1,200 SF 2,100 SF 500 SF 1,000 SF <u>1,800 SF</u> 8,700 SF	540 SF 175 SF 500 SF 200 SF <u>650 SF</u> 4,865 SF	Headmaster and Admissions Development and Business College Counseling/Registrar Maintenance Storage/Garage Sub-total for Administration

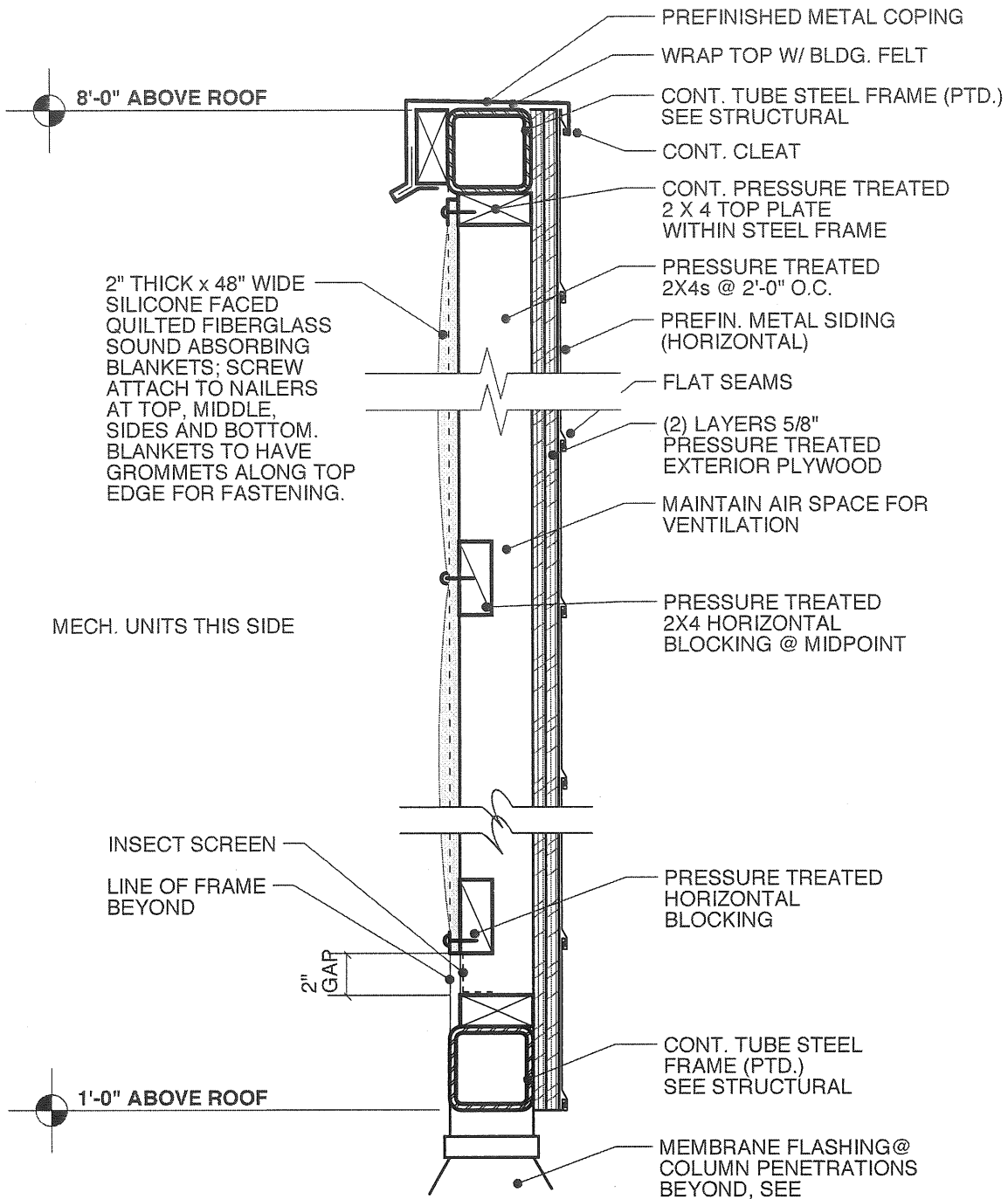
C o s t S u m m a r y

Project: Waynflete Master Plan – Programming

Re: Summary of Cost Estimates for Selected Projects as of January, 2005³

Waynflete School Program			
Space Name	Proposed SF	Costs	Remarks
Lower School			
Classrooms	3,050 SF	Renovation 3850 SF @ \$95/SF = \$370,000	Assume 1/3 of projec Assume 2/3 of projec
Library	1,350 SF	New Construction 7700 SF @ \$125/SF = <u>\$965,000</u>	
Art Studio	800 SF	Total Construction \$1,335,000	
Afterschool	1,250 SF		
Offices	800 SF	15% Equipment (FF & E) \$1,540,000	
Storage, Lobby, 30% planning	<u>4,300 SF</u>	15% Soft Costs \$1,770,000	
	11,550 SF	10% Contingency \$1,950,000	
		Endowment @? %	
Fieldhouse	30,000 SF	Building & Site Construction (\$100/SF) \$3,000,000	2-court Gym
		15% Soft Costs \$3,450,000	
		10% Contingency \$3,800,000	
	43,300 SF	Building & Site Construction (\$100/SF) \$4,300,000	3-court mini Field Hc
		15% Soft Costs \$4,950,000	
		10% Contingency \$5,500,000	
		Endowment @? %	
New Library/Technology	12,000 SF	Building & Site Construction (\$130/SF) \$1,560,000	
Library – MS & US		15% Equipment (FF & E) \$1,800,000	
Technology dept./classes		15% Soft Costs \$2,070,000	
Storage		10% Contingency \$2,300,000	
		Endowment @? %	

³ Costs have been estimated only on the basis of square footage and are very rough estimates.



2" THICK x 48" WIDE SILICONE FACED QUILTED FIBERGLASS SOUND ABSORBING BLANKETS; SCREW ATTACH TO NAILERS AT TOP, MIDDLE, SIDES AND BOTTOM. BLANKETS TO HAVE GROMMETS ALONG TOP EDGE FOR FASTENING.

MECH. UNITS THIS SIDE

INSECT SCREEN
LINE OF FRAME BEYOND

2" GAP

1'-0" ABOVE ROOF

- PREFINISHED METAL COPING
- WRAP TOP W/ BLDG. FELT
- CONT. TUBE STEEL FRAME (PTD.) SEE STRUCTURAL
- CONT. CLEAT
- CONT. PRESSURE TREATED 2 X 4 TOP PLATE WITHIN STEEL FRAME
- PRESSURE TREATED 2X4s @ 2'-0" O.C.
- PREFIN. METAL SIDING (HORIZONTAL)
- FLAT SEAMS
- (2) LAYERS 5/8" PRESSURE TREATED EXTERIOR PLYWOOD
- MAINTAIN AIR SPACE FOR VENTILATION
- PRESSURE TREATED 2X4 HORIZONTAL BLOCKING @ MIDPOINT
- PRESSURE TREATED HORIZONTAL BLOCKING
- CONT. TUBE STEEL FRAME (PTD.) SEE STRUCTURAL
- MEMBRANE FLASHING @ COLUMN PENETRATIONS BEYOND, SEE

SSA
Scott Simons Architects
15 Franklin Street Art
Portland, Maine 04101
phone 207 772 4656
fax 207 828 4656

PROJECT:

WAYNFLETE ARTS CENTER
360 SPRING STREET, PORTLAND, MAINE

PROJECT NO. 2003-0040

TITLE:

Mechanical Screening at RTU

SCALE:

1 1/2" = 1'-0"

DATE:

November 24, 2004

2004 © Scott Simons Architects

SK-3



Figure C
Danforth Street at Fletcher
View from north sidewalk

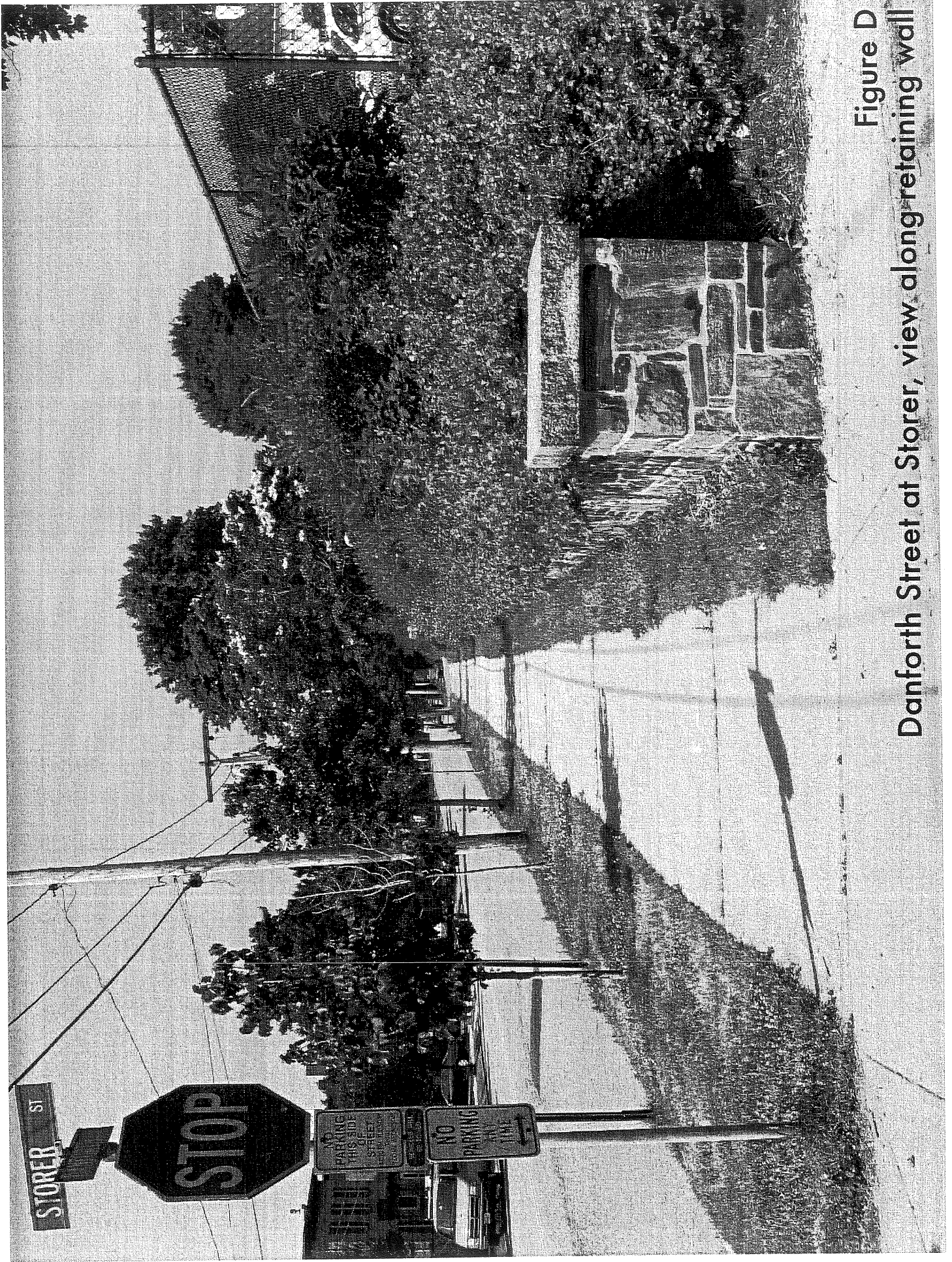


Figure D
Danforth Street at Storer, view along retaining wall

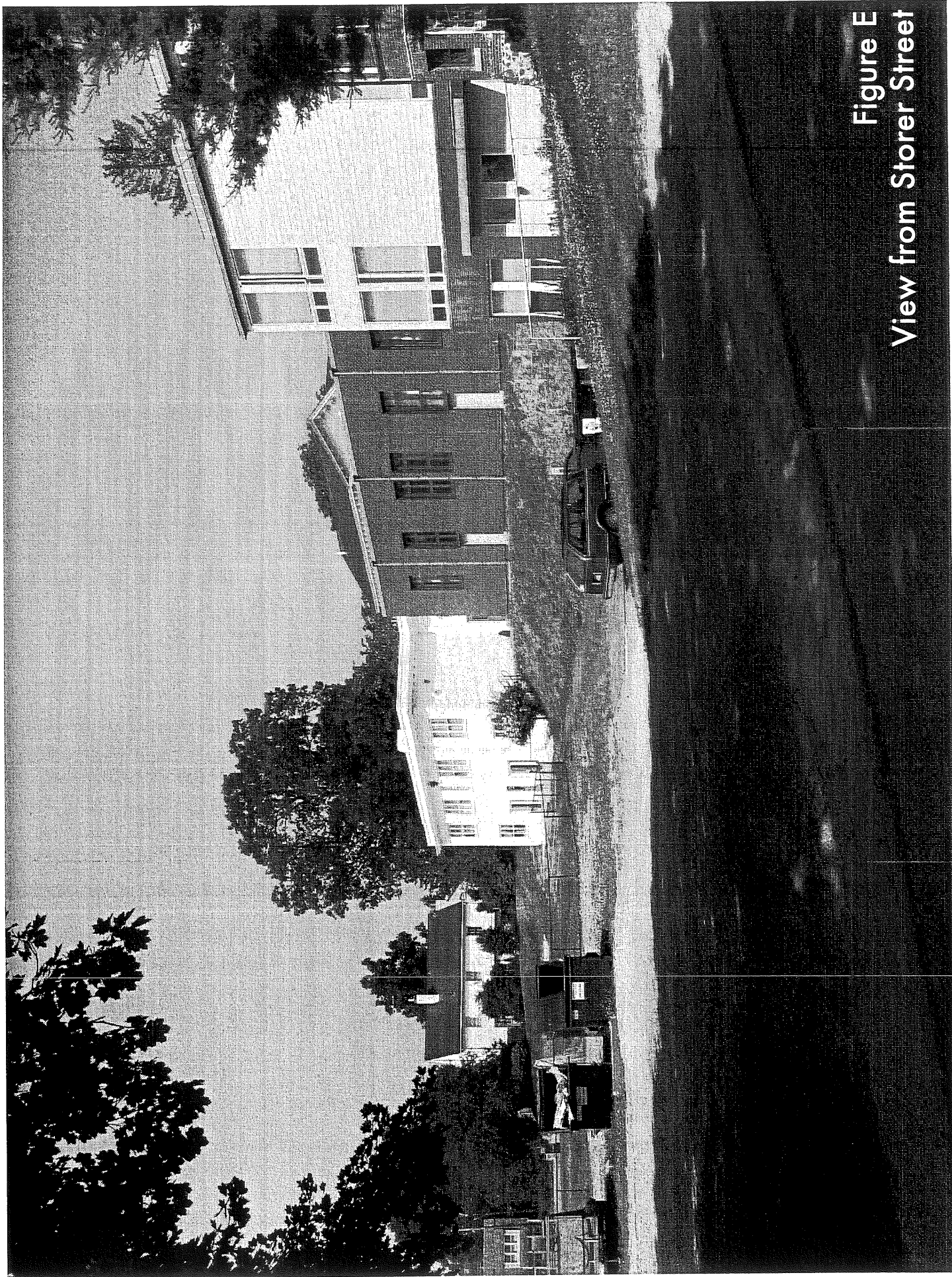


Figure E
View from Storer Street

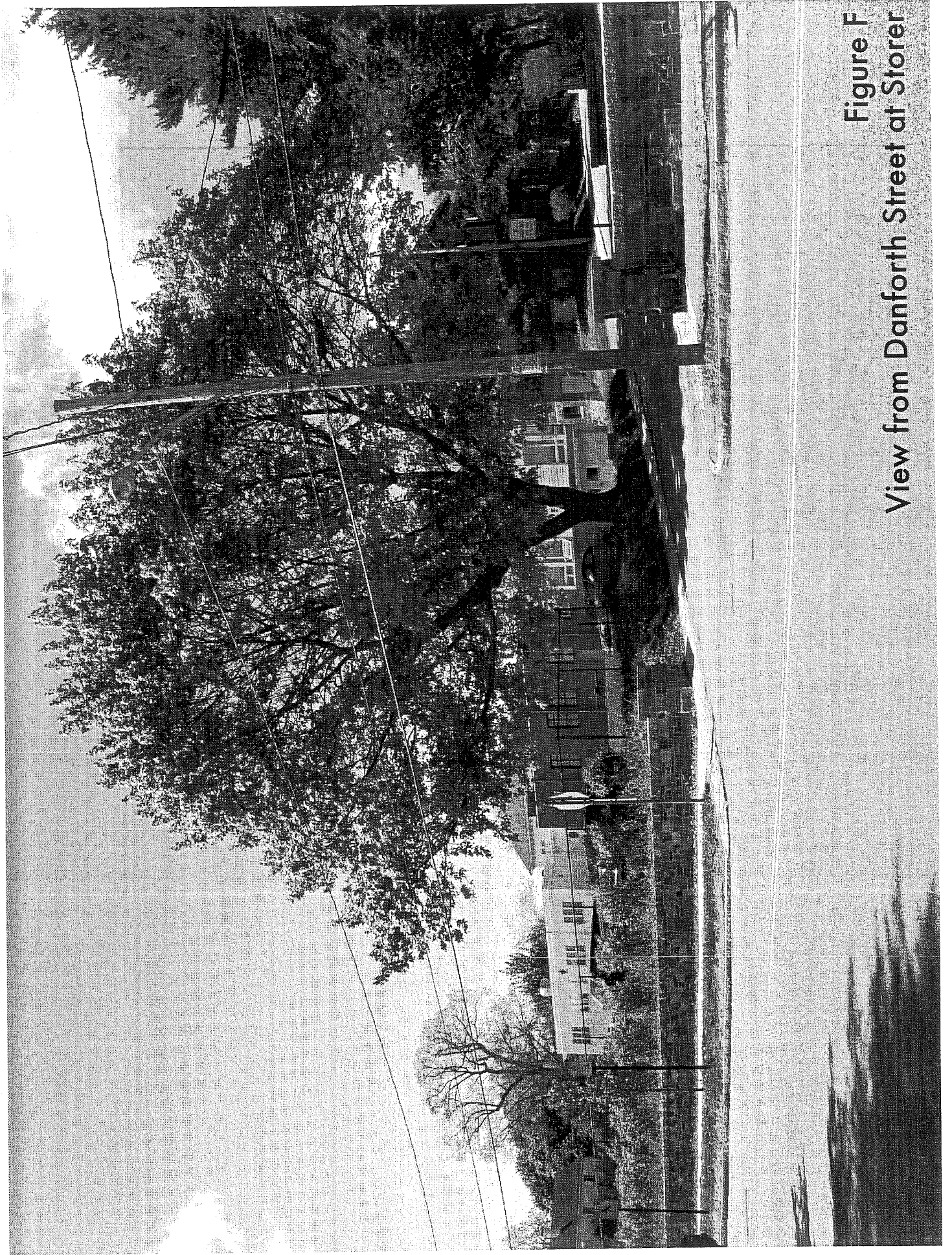


Figure F
View from Danforth Street at Storer

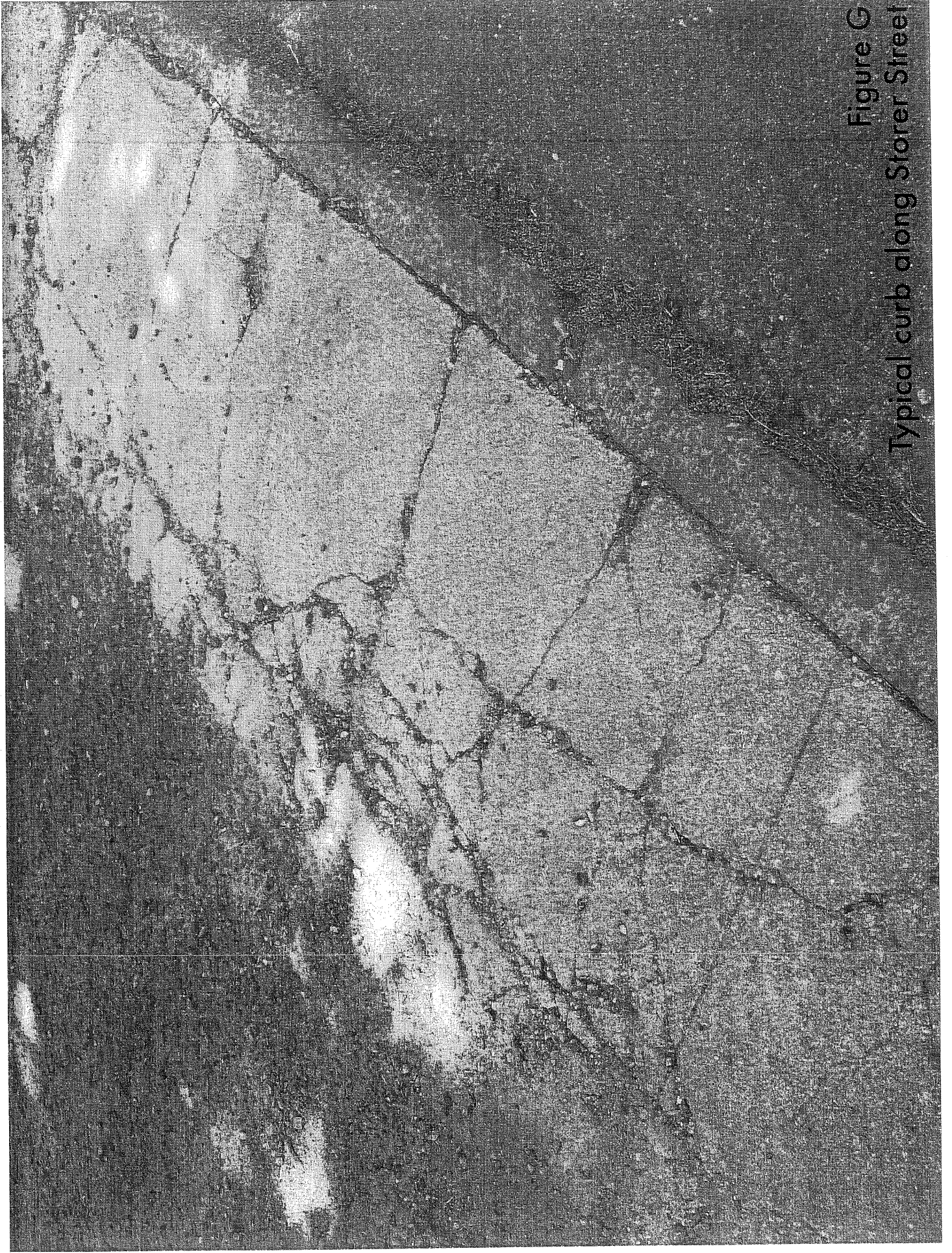


Figure G
Typical curb along Storer Street

MEMORANDUM



TO: Shukria Wiar
FROM: Dan Goyette
DATE: July 18, 2007
RE: Waynflete Arts Center Phase Two

Woodard & Curran has performed a review of the revised site plan application for the Waynflete Arts Center Phase Two Project.

Documents Reviewed

- Site Plan Application for Waynflete Arts Center Phase Two Project, dated July 3, 2007, Scott Simons Architects.

Comments

- Woodard & Curran has not received a stormwater management plan for review. A Stormdrain Layout Plan has been submitted. It should include pre and post development flows, an updated capacity letter for the tie in to the combined sewer, and modeling information.
- A large number of civil site details are missing. Catch basin details, casco trap details, tie in details, brick sidewalk details, pipe trench details, and trench repair details all should be included.
- The asphalt detail does not comply with the City's standards. The profile should consist of 1" bituminous pavement grading "C", 2" bituminous pavement grading "B" and 10" aggregate base-crushed, type "A". All details should comply with the City of Portland's Technical and Design Standards and Guidelines.
- The site plan drawing set does not include an existing site plan or utility plan. The utility plan should include proposed stormwater or sewer infrastructure. Locations for proposed piping and where connections to the existing system are proposed should be indicated on the plans.
- The existing sidewalk on Storer Street is both in poor condition and not in compliance with the City's standards. This sidewalk should be demolished and reconstructed to comply with City standards and include ADA compliant ramps.
- All civil plans must be stamped and signed by a professional engineer.

DRG
203943.28

Attachment 4

From: Gregory Cass
To: austin@simonsarchitects.com
Date: 7/18/2007 4:50:22 PM
Subject: Waynefleet

Sir

Thank you for your prompt reply

Please define the location of the FDC.

Please provide fire flow requirements using annex H of NFPA 1, Annex J has hydrant spacing requirements. please use the 2003 ed.

Also if the new building is required to have a standpipe system NFPA 14 requires

a hydrant within 100' of the fire dept. connection. I don't currently have enough information to determine if this is required.

NFPA 1 chapter 13 has the requirements. please address this chapter.

I am unable to read the half size drawings please do submit full size.

The flow test data from the hydrant in 1997 should be updated.

thank you

Captain Greg Cass
Portland Fire Dept.
Fire Prevention Officer

CC: Shukria Wiar



Waynflete

Attachment 5

Waynflete School
360 Spring Street
Portland, Maine 04102-3643
207.774.5721
Fax: 207.772.4782
www.waynflete.org

Neighborhood Meeting Certification

On behalf of Waynflete School, I, Anne Hagstrom, hereby certify that a neighborhood meeting was held on July 12, 2007 at Daveis Hall on the Waynflete campus at 6:00 p.m.

I also certify that on June 29, 2007 invitations were mailed to all addresses on the mailing list provided by the Planning Division, including property owners within 500 feet of the proposed development and the residents on the "interested parties" list

Signed,

Anne Hagstrom
Director of Finance and Operations
Waynflete School

Date: July 13, 2007

Attached to this certification are

1. Copy of the invitation sent
2. Sign-in sheet
3. Meeting minutes





Waynflete

Waynflete School
360 Spring Street
Portland, Maine 04102-3643
207.774.5721
Fax: 207.772.4782
www.waynflete.org

June 29, 2007

Dear Neighbor,

I am writing to invite you to join us for a neighborhood meeting to discuss Waynflete's application to the City of Portland Planning Board for approval of Phase II of the School's Arts Center. (The entire project was approved originally in 2001.)

Meeting date: Thursday, July 12th
Meeting time: 6:00-7:00 p.m.
Meeting location: Music Room, 1st Floor of Daveis Hall, located on Storer Street. Please see the campus map on the reverse side.

The Portland City code requires that property owners within 500 feet of the proposed development and residents on an "interested parties list" be invited to participate in a neighborhood meeting. We have also invited neighbors from a wider radius who might not be on the lists provided by the City. Other neighbors are welcome as well. A sign-in sheet will be circulated and minutes of the meeting will be taken. Both the sign-in sheet and minutes will be submitted to the Planning Board.

As you may know, the School's Arts Center was designed in three phases and approved in its entirety by the Historic Preservation Commission and the Planning Board in 2001. The first phase - classroom renovations, new music and dance classrooms, and art gallery - was completed in 2002. Due to the lapse in time, Waynflete must obtain approval again. The request is for Phase II, which will consist of a new 276 seat auditorium, multi-purpose spaces, and the conversion of the current auditorium into a second gymnasium. We are hopeful that construction will begin in the fall of 2007 and be completed in the fall of 2008. When completed, the new and renovated spaces will serve the same student population and contribute significantly to the quality of the School's academic programs.

Should you be interested but unable to attend the meeting on July 12th, please give me a call and we can arrange to look over the plans together the next day or the following week. I will look forward to answering any questions you may have.

I hope you can join us on the 12th. If you have any questions please call me at ext 201 or Anne Hagstrom, Director of Finance and Operations, at ext. 227. We hope to see you there.

Sincerely,

Mark W. Segar
Head of School

Note: Portland City Code of Ordinances Section 14-32(C) requires an applicant for a major development, subdivisions of over five lots/units, or zone change to hold a neighborhood meeting at least seven days prior to the public hearing on the proposal.



WAYNFLETE NEIGHBORHOOD MEETING

NAME	ADDRESS	
Lee Nelson	299 Danforth	767-3102
Karen Sanford	354 Danforth	
Ayres Stockly	Cumberland	
Cyrus Haggie	55 Bowdoin	



Waynflete School
Minutes of Neighborhood Meeting
Re: Theater and Gymnasium Project
July 12, 2007

Neighbors: Cyrus Hagge, Lee Nelson, Karen Sanford, Ayres Stockly
Staff: Anne Hagstrom, Mark Segar

The meeting was opened at 6:00 p.m. in the Music Room in Daveis Hall at Waynflete School. The City Planning Department notice was distributed and attendance was taken. (Mr. Hagge was only in attendance at the very beginning of the meeting.)

Mark Segar, Head of School, explained that the purpose of the meeting was to explain and hear comments on Waynflete's plans to build the next phase of the Arts Center which will include constructing an addition to the current building (for a theater and supporting classroom/multi-purpose spaces) and converting the current auditorium back to its original use as a gymnasium/multipurpose space. Mark described the current drawings and, along with Anne Hagstrom Director of Finance and Operations, explained the status of the City permitting process (one Planning Board workshop and two Historic Preservations workshops so far) and noted that the entire project - all three phases- was originally approved by the Planning Board. Mark also explained that the School is seeking LEED certification with this building.

Questions were asked about parking, storm water, and the Norway Maple tree on the corner of Storer Street. Mark explained that the School's analysis shows that there will be sufficient parking and that provisions are being made to satisfy any storm water concerns, which will be part of the Planning Board approval. Mark also explained that no final decision has been made about the tree and that we will be consulting with the City Arborist, Jeff Tarling, to help determine whether the tree can be saved. If it cannot, the School will plant a tree in the area.

Mark clarified that this construction project and the City approvals being sought relate only to the Theater and Gymnasium and have no connection with the School's residential property.

The attendees were thanked for attending. The meeting adjourned at approximately 7:15.





PORTLAND MAINE

Strengthening a Remarkable City. Building a Community for Life • www.portlandmaine.gov

Dear Neighbor:

Thank you for attending this evening's neighborhood meeting.

Applicants for major developments, zone changes, and subdivisions of more than five units/lots are required to hold a neighborhood meeting prior to the Planning Board's public hearing on the development proposal.

The purpose of these meetings is to improve communication between neighbors and applicants for development. We have found that neighbors raise questions and offer insight that often improves the design or compatibility of a proposed development.

The City code requires that property owners within 500 feet of the proposed development and residents on an "interested parties list" be invited to participate in a neighborhood meeting. A sign-in sheet will be circulated and minutes of the meeting will be taken. Both the sign-in sheet and minutes will be submitted to the Planning Board.

Should you wish to offer additional comments on this proposed development, you may send correspondence to:

Planning Division
Department of Planning and Development
City Hall
389 Congress Street
Portland, ME 04101;

Or email:
bab@portlandmaine.gov;

Or call 874-8699.

Thank you for taking the time to attend tonight's meeting.

Sincerely,

Barbara Barhydt
Development Review Services Manager

CITY OF PORTLAND, MAINE
PLANNING BOARD

Jaimey Caron, Chair
Deborah Krichels, Vice Chair
Kenneth M. Cole III
Cyrus Y. Hagge
Erin Rodriguez
Mark Malone
Orlando E. Delogu

May 23, 2001

Mr. Scott Simons
Scott Simons Architects
15 Franklin Street
Portland, ME 04101

RE: Arts Center Addition to the Waynflete School
(ID# 20010016, CBL#061-F-006)

Dear Mr. Simons:

On May 22, 2001 the Portland Planning Board voted 5-0 (Malone and Krichels absent) that the plan meets the Standards for Review of Construction and the Standards for Review of Alterations of the Historic Preservation Ordinance.

The Planning Board also voted 5-0 (Malone and Krichels absent) that the plan is in conformance with the Conditional Use Standards of the Land Use Code.

The Planning Board also voted 5-0 (Malone and Krichels absent) that the plan is in conformance with the Site Plan Standards of the Land Use Code with the following conditions:

1. *The applicant will provide staff with catalog cuts for wall and pole mounted fixtures that are in compliance with the lighting standards.*
2. *The applicant will coordinate and satisfactorily determine the function of the existing 8" pipes that will be impacted by the project. If they are determined to be pipes that carry combined flows of sewer and storm water, then the Public Works Dept. must be contacted and any possible removal or other remedial measures made to offset any new flows introduced into the system.*
3. *The applicant and their contractor must contact the DRC during construction to inspect the trench drain and storm drain installation with specific emphasis on the gradation of materials. The Stormwater report contains specific statements regarding the required materials and evidence of material acceptance should be required during construction.*
4. *The applicant will maintain all streets free and clear of mud and debris and shall be responsible to sweep or clean the streets immediately upon notice from the Public Works or Planning Departments.*


CITY OF PORTLAND, MAINE
PLANNING BOARD

Jaimy Caron, Chair
Deborah Krichels, Vice Chair
Kenneth M. Cole III
Cyrus Y. Hagge
Erin Rodriguez
Mark Malone
Orlando E. Delogu

6. The Development Review Coordinator (874-8300 ext. 8722) must be notified five (5) working days prior to date required for final site inspection. Please make allowances for completion of site plan requirements determined to be incomplete or defective during the inspection. This is essential as 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.

The approval is based on the submitted application, site plan, and stated conditions. If there are any questions, please contact the planning staff.

Sincerely,



Jaimy Caron, Chair
Portland Planning Board

cc: Joseph E. Gray, Jr., Director of Planning and Urban Development
Alexander Jaegerman, Chief Planner
Jonathan C. Spence, Planner
~~P. Samuel Hoffses~~, Chief Building Inspector - Mike Nugent
Marge Schmuckal, Zoning Administrator
William Bray, Deputy Director/City Traffic Engineer
Jeff Tarling, City Arborist
Lt. Gaylen McDougall, Fire Prevention
Penny Littell, Associate Corporation Counsel
Mary Gresik, Building Permit Secretary
Development Review Coordinator
Lee Urban, Director of Economic Development
Susan Doughty, Assessor's Office
Approval Letter File

PLANNING BOARD REPORT #18-01

**THE ARTS CENTER
SITE PLAN AND CONDITIONAL USE REVIEW
WAYNFLETE SCHOOL, APPLICANT**

Submitted to:

Portland Planning Board
Portland, Maine

May 22, 2001

I. INTRODUCTION

The Waynflete School has requested site plan approval for the addition of a 23,000 sq. ft. Arts Center that will extend from the existing Waldron Auditorium and Davies Hall on the Spring Street Campus. The complex is comprised of a 275-seat auditorium and one, two and three-story additions. The additions will be used for music and rehearsal space, two art studios, a theatrical set-building shop, music support and storage space and a gallery. This project is being proposed as a phased project with the first phase consisting of the construction of a three-story addition to the south of the Daveis Building, a one story addition to the north of the same building and the placement of 5 temporary parking spaces to offset three that will be removed. The second phase will consist of the construction of the auditorium, its attached two-story addition and a new 24-space parking lot. The existing 14-space parking lot will be removed at the conclusion of this phase. The site is approximately .8 acres and is zoned R-4. The development would be reviewed for conditional use as an institutional use in the R-4 zone and site plan review. The standards for the institutional conditional use and the regular conditional use are attached.

The site currently has numerous existing buildings used for the daily operation of this K-12 private school.

A legal ad appeared in the May 15th and 16th issues of the *Portland Press Herald*. 497 notices have been sent to area property owners in the vicinity of the project.

II. STAFF REVIEW

The proposal has been reviewed for compliance with the R-4 Residential Zone, Site Plan Ordinance, and Conditional Use Standards of the Land Use Code. The plan has been reviewed by the Inspections, Traffic, Fire, Public Works, and Planning Department.

III. SITE PLAN REVIEW

1. Traffic/Circulation/Parking

Access to the site will be from Danforth, Spring and Storer Streets via existing driveways. The project does not create additional parking requirements, as there is no projected increase in the number of students. Zoning Administration agrees with this assessment, as the auditorium will not be used for non-school activities. Correspondence has been received from a neighboring resident expressing concern about the lack of available parking and the potential for greater difficulties as the result of this project. This letter is included as attachment 5. In the past the Waynflete School has attempted to manage its parking through various measures including a parking sticker program and establishing designated parking areas with neighborhood input. A letter from Hyman Gulak, Director of Finance and Operations for the Waynflete School, outlining approaches taken to remedy difficulties with parking and circulation in the area is included as attachment 6.

Larry Ash, Traffic Engineer for the City of Portland, has reviewed the proposal and its potential impact on Storer Street. Mr. Ash points out that parking is prohibited on one side of the street although signage could and will be improved. If the width of the street becomes a concern during the winter months as a result of snowfall he recommends prohibiting parking on both sides of the street from December 1 through April 1. A memo is included as attachment 7.

Pedestrian circulation through the site will be enhanced by the completion of this project. The removal of the “pull off” parking spaces along Storer Street and the relocation of the existing 14-space parking lot will increase safe pedestrian passage from the existing library to other buildings on the campus.

Improvements to the “loop road” utilized by buses is not included as part of this project. Those improvements have been presented to the Planning Board only in the context of the campus master plan. The Board may wish to discuss with the applicant the potential timing of the “loop road” improvements and establish a deadline for its commencement.

2. Bulk, Location, Height of Building and Uses Thereof

The Historic Preservation Committee has conducted a detailed analysis of both phases of the project. Their review has addressed issues relating to the location, height, massing and materials for the project. A public hearing on the Art’s Center proposal was held on May 16, 2001. Following final deliberations, the committee voted 6-0 to recommend to the Planning Board approval of a Certificate of Appropriateness for the project. A detailed description of the buildings, the standards that the committee used to evaluate the project and a memo to the Planning Board regarding its recommendation are included as attachment 3.

The uses of the proposed structures are permitted as conditional uses of the R-4 zone district.

3. Utilities/Easements/Solid Wastes

The applicant is proposing to tie into existing sanitary sewer and water lines in Danforth and Storer Streets. Existing electrical and gas service will be extended and expanded to accommodate the project. As a component of Phase II, a new trash storage structure will be located within the new 24-space parking area. The Historic Preservation Committee tabled review of the design of the proposed trash structure until such time as the design is complete and available for review.

4. Landscaping

Phase one of the project will include six new trees and 170 plantings of groundcover to be located on the north side of Davies Hall. Proposed landscaping for phase two will include three new trees to be located along the Storer Street side of the proposed arts complex and groundcover to stabilize the sideslope located on the north side of the proposed parking lot. The construction of the new parking area will result in the removal of approximately 23 mature coniferous trees (see attachment 8). Review of the landscape aspect of the proposal by Jeff Tarling, City Arborist, has generated the following concerns. As proposed, many of the mature evergreens along Storer Street will be impacted or removed. These mature evergreens add character and screening for the Waynflete campus and the neighborhood, saving the grove should be a priority. There appears to be ample room to shift the parking lot entrance to the left, reducing the tree loss to the first three to five evergreen trees. This would also require the walkway to shift away from the Danforth Street side. The proposed plan did not show the mature hemlocks at the rear of the parking lot towards

the building on Emery Street. Tree preservation methods for these trees in addition to the pine trees along Storer Street have not been presented.

Potential conditions for approval are:

- *The applicant will realign the proposed parking lot entrance to the left (north), allowing for all but 5 of the existing trees along Storer Street to be preserved.*
- *Tree protection methods for all trees should be demonstrated and no re-grading, site work or storage of materials should occur within the drip-line.*
- *The existing crabapples will be transplanted to screen the proposed parking area or comparable plantings will be included.*
- *Eight additional 5-6' high evergreens will be planted within the remaining pine grove.*
- *If the Hemlock trees cannot be saved in the area between the proposed parking area and the building on Emery Street, additional trees will be planted at a ratio of 3:1 in that area to assist in the screening of the parking area.*

5. Drainage

Existing drainage for this parcel is surface to street curbs with the exception of one dry well. Proposed new drainage will also be surface flow from building faces to street curbs and existing catch basins in Storer and Danforth Streets. A drainage trench that will function as an underdrain will help to control the rate of discharge into Danforth Street. The proposed drainage plan has been reviewed by Steve Bushey, City of Portland Engineering Consultant. The following concerns have been presented as potential conditions for approval.

- *The applicant will coordinate and satisfactorily determine the function of the existing 8" pipes that will be impacted by the project. If they are determined to be pipes that carry combined flows of sewer and storm water, then the Public Works Dept. should be contacted and any possible removal or other remedial measures made to offset any new flows introduced into the system.*
- *The applicant and their contractor will be required to contact the DRC during construction to inspect the trench drain and storm drain installation with specific emphasis on the gradation of materials. The Stormwater report contains specific statements regarding the required materials and evidence of material acceptance should be required during construction.*
- *The applicant will be required to maintain all streets free and clear of mud and debris and shall be responsible to sweep or clean the streets immediately upon notice from the Public Works or planning Departments.*

6. Lighting

The applicant has provided a lighting plan including photometrics and catalog cuts for the proposed fixtures. The lighting plan and corresponding catalog cuts are included in attachments 1 and 2. The proposed fixtures are not the “cut off” design and therefore are not in compliance with the lighting standards. A potential condition for approval is:

The applicant provides staff with catalog cuts for wall and pole mounted fixtures that are in compliance with the lighting standards.

7. Fire Safety

The site plan has been reviewed and approved by the Fire Department.

8. Financial Capability

The applicant has provided a letter from Peoples Bank attesting to the financial capability of the applicant to complete this project. See attachment 4.

IV. CONDITIONAL USE REVIEW

1. The following standards apply for review of an institutional expansion in the R-4 zone.

Section 14-88(2)

i. In the case of expansion of existing such uses onto land other than the lot on which the principal use is located, it shall be demonstrated that the proposed use cannot reasonably be accommodated on the existing site through more efficient utilization of land or buildings, and will not cause significant physical encroachment into established areas; and

The placement of the addition will be within the school’s property

ii. The proposed use will not cause significant displacement or conversion of any residential uses as of June 1, 1983, or thereafter; and

The arts complex and accompanying improvements will not cause the displacement or conversion of any residential units.

iii. In the case of a use or use expansion which constitutes a combination of an above-listed use with capacity for concurrent operations, the applicable minimum lot sizes shall be cumulative.

The applicable lot sizes have been met.

2. The following standards apply for all conditional uses:

Section 14-474(2)

- i. There are unique or distinctive characteristics or effects associated with the proposed conditional use;

There are no known unique or distinctive characteristics associated with the proposed use.

- ii. There will be an adverse impact upon the health, safety, or welfare of the public or the surrounding area; and

It does not appear that there will be any adverse impacts associated the proposed project.

- iii. Such impact differs substantially from the impact which would normally occur from such a use in that zone.

The impacts of this site are similar as those normally expected from such a use in this zone.

V. MOTIONS FOR THE BOARD TO CONSIDER

On the basis of plans and materials submitted by the applicant and on the basis of information provided in Planning Board Report #18-01 relevant to standards for site plan and conditional use review, the Board finds:

- i. That the plan is/is not in conformance with the Conditional Use Standards of the Land Use Code.
- ii. That the plan is/is not in conformance with the Site Plan Standards of the Land Use Code.

Potential Conditions of Approval:

1. *The applicant provides staff with catalog cuts for wall and pole mounted fixtures that are in compliance with the lighting standards.*
2. *The applicant will coordinate and satisfactorily determine the function of the existing 8" pipes that will be impacted by the project. If they are determined to be pipes that carry combined flows of sewer and storm water, then the Public Works Dept. should be contacted and any possible removal or other remedial measures made to offset any new flows introduced into the system.*

3. *The applicant and their contractor will be required to contact the DRC during construction to inspect the trench drain and storm drain installation with specific emphasis on the gradation of materials. The Stormwater report contains specific statements regarding the required materials and evidence of material acceptance should be required during construction.*
4. *The applicant will be required to maintain all streets free and clear of mud and debris and shall be responsible to sweep or clean the streets immediately upon notice from the Public Works or planning Departments.*
5. *The applicant will realign the proposed parking lot entrance to the left (north), allowing for all but 5 of the existing trees along Storer Street to be preserved.*
6. *Tree protection methods for all trees should be demonstrated and no re-grading, site work or storage of materials should occur within the drip-line.*
7. *The existing crabapples will be transplanted to screen the proposed parking area or comparable plantings will be included.*
8. *Eight additional 5-6' high evergreens will be planted within the remaining pine grove.*
9. *If the Hemlock trees cannot be saved in the area between the proposed parking area and the building on Emery Street, additional trees will be planted at a ratio of 3:1 in that area to assist in the screening of the parking area.*

Attachments:

1. Applicant Submittal Phase One
2. Applicant Submittal Phase Two
3. Memo from the Historic Preservation Committee
4. Letter of Financial Capability
5. Mr. And Mrs. George R. Moberg Letter-Dated March 20, 2001
6. Letter from Hyman Gulak Addressing Parking Concerns
7. Memo from Larry Ash Addressing Circulation
8. Tree Removal Detail
9. Supplemental Layout and Grading for Parking Area
10. Standards for the Institutional Conditional Use R-4
11. Regular Conditional Use Standards

July 19, 2007

Memo

To: Michael J Patterson, Chair, and Members of the Planning Board
From: Anne Hagstrom, Director of Finance and Operations, Waynflete School
Date: July 19, 2007
Re: Request for Information on Waynflete School's Future Facilities' Plans.

This memo is to address questions from the Planning Board regarding Waynflete's "State of Affairs" regarding facilities planning. I have summarized below our current planning but would be happy to provide more information if that would be helpful.

Waynflete School adopted a Campus Master Plan (CMP) in 1994 which was updated and approved by the Board of Trustees in 2005. (Copy of 2005 CMP Plan attached.) These two plans have guided the development of the campus over the past thirteen years. As with any independent school, Waynflete must respond to changes in demographics, the evolution of academic programs, and available funding; facilities improvements may not always be in the same priority or as originally envisioned. We are pleased to note, however, that almost all of the ideas in the 1994 Plan have been accomplished and we are hopeful that the same will be said of the 2005 Plan in the future.

The School's first priority is evident but necessary to restate - the completion of Phase II of the Arts Center. Once this project is approved and construction is begun, it will be approximately 14-16 months before it is ready for use.

The next two facilities priorities that are noted in the 2005 CMP are for the Lower School and the Fore River Fields Athletic Complex. During this past school year, the School began a process with faculty, staff, trustees, and architects to design a renovated Lower School and envision the transformational potential that such renovations would have on Lower School programs. This design process is still in the early stages but has generated a lot of excitement among Lower School faculty and also was useful in figuring out how the Lower School and renovated Arts Center/Gymnasium will connect and work together as adjoining buildings. Funding, final design, and timing of construction have not been determined for this project.

Except for discussions during the CMP process there has not been any additional planning for the Athletic Complex. The School did receive a generous gift of property adjacent to the Fields which will greatly help in design and planning when we are ready to take next steps.

In addition to these two priorities the CMP lists several other facilities needs. One which came to the fore in the past two years is the need for more administrative space and to create a more welcoming “front door” to the School. Thomas House which houses the Head of School, Admissions, Development, and Business Offices as well as Transportation and the mailroom is seriously overcrowded and is not handicap accessible. The School’s proposal for a partial conditional use of the house at 3 Storer Street in 2006 was to address these concerns. This request was tabled by the Planning Board.







MEMORANDUM

To: FILE
From: Marge Schmuckal **Dept:** Zoning
Subject: Application ID: 2007-0085
Date: 7/20/2007

I have reviewed this new auditorium with classrooms and parking. This part of the campus is in an R-4 residential zone which would allow this school expansion under a conditional use appeal to the planning board. I do not have a scaleable site plan showing actual property lines. I have basically surmised where the property lines are. It appears that the R-4 setbacks are being met. I would like an actual site plan with the property lines shown that includes the proposed new building. The applicant has given information within their packet to show that the maximum 30% lot coverage is being met at 25.89%.

I am not able to determine whether the maximum 35' height is being met at this time. I have use the grading plan L-1.2 to arrive at an average grade of 128.94 feet. The unscalable elevation plans show the height to the ridge of the new structure as 178.11 feet. Since this is a pitched roof, the correct point of ending a vertical measurement from average grade, is to a level midway between the level of the eaves and the highest point of a pitched roof. I need more information and scaleable plans for this final determination.

The application states that there are additional classrooms. The reduced floor plans are difficult to read and I am unsure of where these new classrooms will be located. For school uses classrooms trip parking requirements. At this point I am unsure of whether these are additional classrooms to the school in whole. I would need more information on this matter.

Marge Schmuckal
Zoning Administrator

**WAYNFLETE ARTS CENTER
VICINITY OF 20 STORER STREET**

**CONDITIONAL USE and SITE PLAN REVIEW
WAYNFLETE SCHOOL, APPLICANT**

Submitted to:

Portland Planning Board
Portland, Maine

August 14, 2007

Submitted by:

Shukria Wiar
August 10, 2007

I. INTRODUCTION

The Waynflete School has requested site plan approval for the addition of a 13,217 sq. ft. Theater/Auditorium that will extend from the existing Davies Hall on the Spring Street Campus. This is the second phase of two-phased project that was approved by the Planning Board in May of 2001. Construction of Phase One was completed in August of 2002. Due to the expiration of original approval, part of Phase Two is being re-submitted for site plan review and conditional use review by the Planning Board and concurrent review by the Historic Preservation Board.

The proposed addition is for a 276-seat auditorium/theater and the existing Waldron Auditorium will undergo interior renovations and upon completion, will be used as a gymnasium. The first phase of the project consisted of the construction of a three-story addition to the south of the Davies Building, a one story addition to the north of the same building and the placement of six (6) parking spaces. The second phase will consist of the construction of the auditorium, its attached two-story addition and a new eleven (11)-space parking lot. The site is approximately .8 acres and is zoned R-4. The development requires both a conditional use review of an institutional expansion in the R-4 zone and site plan review. The conditional use standards for the R-4 institutional use and the overall standards containing in Section 14-474 (2) are included in the memo.

The contact person for Waynflete School is Anne Hagstrom and the consultant is Austin Smith, of Scott Simons Architects. The applicant's submission is included as Attachment 2 and the plan set is included as Attachment 3.

Background Information

Waynflete School is located in the core of the West End neighborhood. Danforth, Emery, Spring and Fletcher Streets bound its campus. Many of the School's classrooms and offices are located in former residential properties along Spring and Storer Streets, which tends to blur the lines of distinction between the surrounding neighborhood and the campus itself, lending the school a more residential and less institutional feel.

The Waynflete School site is comprised of twelve classroom/ administration buildings and four storage building (garages). The buildings are various sizes and shapes, ranging from the one-story wood frame garages of 600 sq. ft. to the three story brick Upper School building of approximately 30,000 sq. ft.

In 2001, Waynflete received Historic Preservation Committee and Planning Board approval for a 23,000 sq. ft. arts center, which was to be completed in two phases. Phase I, which included a three-story addition to the west of historic Davies Hall and a one-story entrance addition to the north of the same building, was commenced shortly after City approvals. The more ambitious Phase II, which was to include the auditorium itself, a substantial two-story addition at the south end of the property and a new 24-space parking lot on the east side of Storer Street, was planned to be implemented once additional fundraising was completed.

As the applicant's narrative explains (Attachment 2) fundraising realities and shifting programmatic priorities have lead to a reduced building program and substantial redesign for Phase II of the project. Waynflete is now seeking approval from both the Planning Board and Historic Preservation Board for a revised proposal.

II. PUBLIC OUTREACH AND COMMENT

Notices of the Public Hearing were sent to 183 addresses, including property owners within 500 feet and interested citizens. The Board was previously informed of the objection of Jocelyn Pollard of 320 Danforth Street (facing 3 Storer Street) who had telephoned and emailed to object to the encroachment of institutional use into residential area. Two members of the public also spoke at the Workshop: Anne Pringle and Elizabeth Begin expressing concern that this residential property will be “nibbled away” as other residential properties have been in the past, and asking why Waynflete is not addressing the need for administrative office space in this second phase of the Arts Center. They both suggested that the Planning Board look at the proposal of an overlay zone for the school.

A Neighborhood Meeting was arranged for July 12, 2007 and four people attended this meeting; the details are included in Attachment 20.

Since the Workshops, five written representations have been received in the Planning Department and all are included in Attachment 31; in summary they are:

- a. An e-mail from Jocelyn Pollard objecting to the intrusion of the institutional use into a historic and residential area
- b. Two letters from private residents at 345 (Karen Sanborn) and 299 Danforth Street (Lee Nelson and Cindy Williams). The residents at 345 Danforth Street expressing concern of institutional encroachment onto the neighborhood, stormwater run-off, parking and saving the Norway maple tree. The residents at the latter address are in support of the Phase II addition of the Arts Center.
- c. A letter from the Chair of the Institutional Impact Committee of the Western Promenade Neighborhood Association (Elizabeth W. Begin) objects to Waynflete’s expansion into the neighborhood and the converting of adjoining homes to administrative offices; attached is their letter of June 13, 2007 which starts that the Neighborhood Association ask that the Planning Board and Council approve an overlay zone for the Waynflete campus which excludes the all of the residences on the east side of Fletcher Street including 11 Fletcher ad the Quimby House on the east corner of Fletcher and Spring Streets.
- d. A letter, dated June 12, 2007 from the President of the Western Promenade Neighborhood Association (Peter L. Murray) stating the Neighborhood Association’s opposition to those parts of the application that contemplate additional conversions of residential properties to institutional uses. The Western Promenade Neighborhood Association is ready to work with Waynflete School and the Portland Planning Board on a overlay zone in respect to proposed construction and improvements within the campus boundary.

III. SUMMARY OF FINDINGS

Zoning:	R4- Residential
Proposal:	Waynflete School proposes to add a 13, 217 sq. ft. auditorium/ theater addition with support space, two new, large multi-purpose classroom spaces behind the stage area.
Parcel Size:	244, 238 sq ft total of campus; 18, 437 sq ft for proposed project
Parking Spaces:	11 parking spaces
Building Addition:	13, 217 sq. ft.
Building Floor Area:	Ground Floor: 7,390 SF

First Floor: 4, 481 SF
Second Floor: 1, 346 SF

IV. PROPOSED DEVELOPMENT

The new proposed project calls for an auditorium addition with support space and an eleven (11)-space parking lot south of the addition. This parking lot will run along the edge of Danforth Street; the parking lot is separated from Danforth Street by a vast grade change, a retaining wall and rows of landscaping.

Since the original approval for Phase II expired, the applicant is resubmitting this phase for review. Waynflete School proposes to add a 13,217 sq. ft. auditorium/ theater addition with a wood shop, a set of music rehearsal and support rooms, and a set of new visual arts studios and support rooms to the edge of the existing two and half story brick Davies Hall. The addition will be located to the south of this existing building toward Danforth Street. The project also includes interior renovations to the Waldron Auditorium, which will be converted to gymnasium space.

The Drama and Music programs are divided into two clusters in the new theater addition. Each cluster is attached by a classroom, off of which additional spaces provide support for multiple programs. On the ground floor, the drama classroom functions as a teaching space, a dressing room and a mock-up space for sets. The stage shop is adjacent to the classroom, and the bathroom provides space for costume changes. The music room is directly above the drama room on the first floor and it serves both the jazz band and the chorus. There is an attached office as well as a rehearsal room and an instrument storage space. The space under the theater seats is designated for storage rooms that serve all the arts programs.

The site improvements also include a new parking space area at the edge of Danforth Street. The new parking lot will consist of eleven (11) parking spaces, which will replace the current unpaved six car parking spaces that were provided in Phase I of the project. The access to the building will be from Storer Street. The project will also consist of landscaping around the addition as well as the parking lot.

The applicant states that there will be no changes in the size of the school population or the use of the arts facilities as result of this project. All programs that will use this facility exist. The site currently has numerous existing buildings used for the daily operation of this K-12 private school.

V. STAFF REVIEW

The proposal will be reviewed for compliance with the Conditional Use Standards of the R-4 Residential Zone, and the Site Plan Ordinance. Staff comments are highlighted in this report.

VI. INSTITUTIONAL CONDITIONAL USE REVIEW

1. The following standards apply for review of an institutional expansion in the R-4 zone.

Section 14-88(2)

- i. *In the case of expansion of existing such uses onto land other than the lot on which the principal use is located, it shall be demonstrated that the proposed use cannot reasonably be accommodated on the existing site through more efficient*

utilization of land or buildings, and will not cause significant physical encroachment into established areas; and

The placement of the addition will be within the school's property

- ii. *The proposed use will not cause significant displacement or conversion of any residential uses as of June 1, 1983, or thereafter; and*

The arts complex and accompanying improvements will not cause the displacement or conversion of any residential units.

- iii. *In the case of a use or use expansion, which constitutes a combination of an above-listed use with capacity for concurrent operations, the applicable minimum lot sizes shall be cumulative.*

The applicable lot sizes have been met.

- 2. The following standards apply for all conditional uses:

Section 14-474(2)

- i. *There are unique or distinctive characteristics or effects associated with the proposed conditional use:*

There are no known unique or distinctive characteristics associated with the proposed use.

- ii. *There will be an adverse impact upon the health, safety, or welfare of the public or the surrounding area; and*

It does not appear that there will be any adverse impacts associated with the proposed project.

- iii. *Such impact differs substantially from the impact, which would normally occur from such a use in that zone.*

The impacts of this site are similar as those normally expected from such a use in this zone.

VII. SITE PLAN REVIEW

1/2. Traffic/Circulation/Parking

Access to the site will be from Danforth, Spring and Storer Streets via existing driveways. There is currently a moratorium on Storer Street that expires in August of 2009.

Parking

The Waynflete School is proposing an eleven-space parking lot the edge of Danforth Street. According to the applicant's cover letter, there will be no change in the size of the school population or the use of the arts facilities as a result of this Project. All programs that will use this

facility exist. The parking for schools, by definition, is based upon classroom space and not student population. Marge Schmuckal, the Zoning Administrator is satisfied that the parking requirements are being met.

Since the parking lot is being proposed along the edge of Danforth Street and is in the Historic District, the placement of the parking lot was reviewed by the Historic Preservation Board according to the standards of Portland's Historic Preservation Ordinance. The Historic Preservation Board granted approval of the project with a condition that the parking lot and location of the dumpsters be temporary. At the time of their public hearing, the final language and context of the conditions were not finalized and this portion of the public hearing was tabled until September 5, 2007 hearing. The Planning Board may want to include a condition of approval that reflects the Historical Preservation Board's condition that the parking lot be temporary

A potential condition of approval:

At the time of the next major Waynflete project subject to Planning Board review, the parking lot will be relocated and all parking regulations then in place must be satisfied.

The Historic Preservation Board and the surrounding neighborhood have expressed concern that the Norway maple at the corner of Storer and Danforth Street should be preserved (please see Neighborhood Meeting minutes, [Attachment 20](#)). In order to preserve the existing Norway maple as requested by the Historic Preservation Board and the neighborhood, the applicant has asked to have the curb cut reduced from 24' to 20'. Jim Carmody, Traffic Engineer, supports a waiver for the reduction. Please refer to Paragraph VII, Section 6 for more details.

During other reviews of Waynflete projects, there has been an issue concerning the lack of available parking in the surrounding neighborhood. In the past, Waynflete School has attempted to manage its parking through various measures including a parking sticker program and establishing designated parking areas with neighborhood input. The applicant has outlined the approaches taken to remedy difficulties with parking and circulation in the area and is included in [Attachment 11](#). The Traffic Engineer ([Attachment 25](#)) requests the following information to complete his review:

- a. Provide the exact number of parking spaces on school grounds before the new parking lot.
- b. Provide the status of the parking spaces on the east side Storer St. across from the proposed auditorium. Are these spaces included in the existing space total? Are these spaces being removed?
- c. What are the total parking spaces, on site and off site, before and after the proposed addition?

A potential condition of approval:

The applicant shall submit additional parking information in accordance with Jim Carmody's memorandum dated 08.09.2007.

Sidewalks

In September of 2003, Storer Street received a full overlay pavement from Spring to Danforth Streets initiated by the city of Portland. This pavement was placed without milling or grinding of

existing pavement and as a result, the pavement is extremely high. Due to this condition, Waynflete School has requested that the requirement to build new curbing and brick sidewalk be deferred to a future date, when it would be included in a future school improvement project. The existing sidewalk on Storer Street is both in poor condition and not in compliance with the City's standards. Per Mike Farmer, Project Engineer at Department of Public Works (DPW), memorandum which states "The City Legal Department has recommended against conditions of approval that would allow the sidewalk and curb work to be deferred into the future. In deference to the Legal Department, The DPW supports requiring the applicant to build the new curb and sidewalk as part of the current project". (Please see Attachment 26). Dan Goyette, Development Review Consultant, memorandum (Attachment 23) requires the following:

- a. City of Portland standards call for a 7" granite curb reveal, not the 6" shown in the plans.
- b. The existing sidewalk on Storer Street should be reconstructed to comply with City standards and include ADA compliant ramps.

Thus the sidewalk should be reconstructed to comply with City standards and include ADA compliant ramps. The City's Sidewalk Policy requires that the sidewalk material be clay brick with clay brick apron. The applicant is open to this proposal and will construct the sidewalk and curbing.

A potential condition of approval:

The revised site plan drawings shall show the required sidewalk and curbing, which shall be in compliance with City's Sidewalk Policy.

3. Bulk, Location, Height, Health, Safety Air of Proposed Buildings

The Historic Preservation (HP) Board has conducted a detailed analysis of the second phase of the Waynflete Arts Center project. The Historic Preservation Board's review addressed issues relating to the location, height, massing and materials for the project. A Historic Preservation Board workshop hearing on the Art's Center proposal was held on June 20, 2007 and July 11, 2007, and a public hearing on August 8, 2007 to discuss the project. Following final deliberations, the Board voted 6-0 to recommend to the Planning Board approval of a Certificate of Appropriateness with conditions of approval (a draft copy, Attachment 4).

The Arts Center will provide a new performing arts theater with 276 fixed seats, a wood shop, a suite of music rehearsal and support rooms, and a suite of new visual arts studios and support rooms. The elements of the new complex are clad in brick, continuing a predominant building material in the neighborhood. The auditorium proposal calls for an EIFS exterior above a masonry veneer base and masked by the taller brick building forms in front of it. The proposed site plan shows an extensive plaza in front of the Storer Street elevation of the auditorium. The proposed building has been reduced from the original approval in 2001. Waynflete's proposal called for two distinct building masses to face Danforth Street. The scale, form and spacing of these elements were designed to echo the residential building pattern along Danforth Street and filter the view of the large auditorium mass behind.

The building height is just under the maximum height of 35 feet and the uses of the proposed structures are permitted as conditional uses of the R-4 zone district.

It has been noted through a number of cover letters that this arts center is for school purpose only. This auditorium would not be leased out separately for private, non-school events. According to the Zoning Administrator's memorandum (Attachment 27b), this auditorium cannot be a commercial venue like the Portland Stage Company to be leased out. This auditorium is for school functions only. Marge Schmuckal would want a reaffirmation from the school to confirm the intention of its use.

A potential condition of approval:

The applicant shall demonstrate that the proposed auditorium will only be used for private, school events.

4. Utilities and Solid waste disposal

The applicant is proposing to tie into existing sanitary sewer and water lines in Danforth and Storer Streets. Existing electrical and gas service will be extended and expanded to accommodate the project.

Site plans now call for an enclosed area for dumpsters at the west end of the parking area. The west face of the dumpster enclosure projects beyond the face of the auditorium complex. Historic Preservation was given two choices in the material of the enclosure: brick or mahogany veneer plywood panels. Since the Historic Preservation Board made the condition that the location of the dumpster be temporary, the HP Board choose to go with the mahogany veneer plywood panels.

5. Sewers, Stormdrains, Water

According to the applicant, any new roof drainage will be taken to the trench drain and then into the existing Danforth Street combined sewer/ storm line via the Fletcher/ Danforth catch basin. The stormwater from the roof and the new parking lot will be detained in a system of 36" pipes under the parking lot in order to keep the peaks flows at the catch basin in Danforth Street at or below the existing peak flows. The need to collect sheet flow drainage from that portion of the field will be eliminated when the addition is built, freeing up the new storm lines, catch basins and trench drain to handle the capacity of the new roof drains.

The applicant has submitted a Stormdrainage Layout Plan. Dan Goyette, the Development Review Consultant, reviewed the plan and the following are his comments:

- a. The stormwater model, in its developed condition modeling, includes a future parking area located across Storer Street from the current project. This area along with an adjacent type A soil are included in subcatchment 402S. It is unclear where the type A soil comes from as it is not typical for the area. In addition, no modeling has been done to demonstrate that the flows from the current proposed project will be detained adequately by the proposed system without the additional flow from the future parking lot. It should be noted that the construction of the future parking lot across the street, will most likely require stormwater treatment measures. The applicant may want to include this in their current design.
- b. A casco trap detail for the catch basins should be included and the trap should be called out on the plans for all catch basins.
- c. All civil plans must be stamped and signed by a professional engineer.

A potential condition of approval would be that:

The applicant shall revise the plans in accordance with Dan Goyette's memorandum dated 08.08.2007.

6. Landscaping and Existing Vegetation

A landscaping plan was submitted along with the application (Attachment 3f). The proposed landscaping will include two new trees (Green Ash) to be located along the Storer Street side of the proposed auditorium as well as one tree (Scarlet Oak) on the south side of the parking lot. There will be tremendous groundcover in front of the addition as well as along the parking lot; the Landscape Plan shows eight different kinds of groundcover.

Jeff Tarling, City Arborist, has reviewed the landscape plan and has requested that the proposed Green Ash trees be replaced with 'Karpick' Red Maple. He also request that three street trees be added on Danforth Street. Two of the trees to be located at the corner of Storer and Danforth Streets (on the frontage of 3 Storer Street) and one Turkish Filbert to replace the dead tree near the retaining wall.

There is existing landscaping, as well as an existing green chain link fence along the edge of the property between the parking lot and Danforth Street. To address the shielding of the cars and its headlights onto the abutting properties, a fourteen-inch (14") deep timber-parking barrier is proposed along the edge of the parking lot on the east elevation.

The City Arborist supports saving the existing large Norway maple tree located on Storer Street but the proposed curb cut widening will impact this tree. In order to save this tree, it would require a number of precautions during construction. Precautions shall include minimizing root damage and use of bituminous 'Cape Cod' curbing on the inside radius of the curb cut versus granite curb which would require deeper excavation. If saving the tree is not successful, then the applicant will plant a 3" 'Autumn Blaze' Maple in the same vicinity along with additional 'Dwarf Korean' Lilacs as found along the Danforth Street frontage, to continue around the corner. The bituminous 'Cape Cod' curbing should be replaced with granite curbing. In Mike Farmer's memorandum (Attachment 26) which states if removing the granite curbing will significantly improve the prospect of the tree surviving construction, the DPW would not object to deleting the granite curbing near the tree.

A potential condition of approval could be that:

Every measure recommended by the City Arborist shall be taken to save the existing Norway maple. If saving the tree is unsuccessful, then the applicant shall plant a 3" 'Autumn Blaze' Maple in the same vicinity along with additional 'Dwarf Korean' Lilacs, as found along the Danforth Street frontage, to continue around the corner. The bituminous 'Cape Cod' curbing shall then be replaced with granite curbing.

7. Soils and Drainage

Please refer to Paragraph VII, Section 5.

8. Exterior Lighting

The applicant has provided a lighting plan that includes a photometric plan. The catalogue cuts were reviewed; the lighting pole will require an upper lens shield in order to be in compliance with the lighting standards. The lighting poles cannot exceed more than twenty (20) feet. All other lighting standards are being met.

A potential condition of approval:

The lighting pole fixtures shall have an upper lens shield to be in compliance with the lighting standards.

9. Fire

Captain Greg Cass of the Fire Department has reviewed the site plan and the life safety concerns have been addressed

10. Easements

There are no easements that burden this portion of the property.

11. Financial Capability

The applicant has provided a letter from Anne Hagstrom, Director of Finance and Operations at Waynflete School attesting that the School has sufficient funds to pay for the construction of the theater and gymnasium. See Attachment 8a. Applicant has also submitted a letter dated June 12, 2007 from Mark V. Stasium, Vice President, TD Banknorth regarding financial capacity, Attachment 8b.

VIII. MOTIONS FOR THE BOARD TO CONSIDER

1. **Conditional Use:**

On the basis of the application, plans, reports and other information submitted by the applicant, findings and recommendations contained in the Planning Board Report # 36-07, relevant to Portland's Conditional Use Standards and other regulations, and the testimony presented at the Planning Board hearing:

The Planning Board finds the proposed conditional use for an expansion of institutional use (does or does not) meet the standards of Section 14-474 and 14-88.

2. **Waivers:**

On the basis of the application, plans, reports and other information submitted by the applicant, findings and recommendations, contained in the Planning Board Report #36-07 relevant to the Portland's Technical and Design Standards and other regulations, and the testimony presented at the Planning Board hearing:

1. The Planning Board (waives/does not waive) Technical Standard, Section III 2 A (b), which requires a 24 foot wide driveway for two-way ingress and egress, to allow the access to be 20 feet clear width at the building line on Storer Street as shown on the plan Attachment 3d.

3. Site Plan:

On the basis of the application, plans, reports and other information submitted by the applicant, findings and recommendations contained in the Planning Board Report # 36-07, relevant to the Site Plan Ordinance and other regulations, and the testimony presented at the Planning Board hearing, the Planning Board finds that the plan (is/is not) in conformance with the site plan standards of the land use code, subject to the following conditions of approval:

1. A construction mobilization plan must be submitted for review and approval by the City prior to the issuance of a building permit.
2. The approval is subject to a traffic monitoring period, six months from the issuance of a certificate of occupancy, to ensure the effective operation of all traffic improvements. If during that time, the City determines the improvements are not working as intended, the applicant shall be required to modify the improvements as directed by the City.
3. The revised site plan drawings shall show the required sidewalk and curbing, which shall be in compliance with City's Sidewalk Policy.
4. At the time of the next major Waynflete project subject to Planning Board review, the parking lot will be relocated and all parking regulations then in place must be satisfied.
5. The applicant shall submit additional parking information in accordance with Jim Carmody's memorandum dated 08.09.2007.
6. The applicant shall demonstrate that the proposed auditorium will only be used for private, school events.
7. The applicant shall revise the plans in accordance with Dan Goyette's memorandum dated 08.08.2007.
8. Every measure recommended by the City Arborist shall be taken to save the existing Norway maple. If saving the tree is unsuccessful, then the applicant shall plant a 3" 'Autumn Blaze' Maple in the same vicinity along with additional 'Dwarf Korean' Lilacs, as found along the Danforth Street frontage, to continue around the corner. The bituminous 'Cape Cod' curbing shall then be replaced with granite curbing.
9. The lighting pole fixtures shall have an upper lens shield to be in compliance with the lighting standards.

Attachments:

1. Site Plan Application
 2. Cover letters From Applicant
a) Supplemental material request
b) Response to Planners questions
 3. Site Plan
- Dated: 07.31.2007
Dated: 07.13.2007
Dated: 07.03.2007
Dated: 07.31.2007

- a) Site Survey
 - b) Preliminary Drainage Plan
 - c) Preliminary Stormdrain Layout Plan and Details
 - d) Layout and Materials Plan
 - e) Grading Plan
 - f) Planting Plan
 - g) Site Details
 - h) Ground Floor Plan
 - i) First Floor Plan
 - j) Building Elevations
 - k) Building Height Diagram
 - l) Sanitation Vehicle Turning Radii
 - m) Lighting Plan
4. Historic Preservation Board Draft copy of Cert. Of Appropriateness
 - a) Original Submission of the 2001 site plan
 5. Driveway Width Waiver Dated: 07.26.2007
 6. Waiver of Sidewalk and Curbing Dated: 07.25.2007
 7. Right, Title and Interest
 8. Financial Capacity
 - a) Anne Hagstrom, Director of Finance and Operations Dated: 06.11.2007
 - b) Mark Stasium, V.P. of TD Banknorth Dated: 06.12.2007
 9. Applicant Responses to Sections 14-103 (b) and 14-474
 10. Parking Analysis
 11. Parking Remedies by the School
 12. Zoning issues response memo
 13. Lighting/ Photometric Plan
 14. Lighting Catalogues
 15. Roof Top Mechanical Unit Screening
 16. Typical Parking Barrier
 17. Dumpster Enclosure
 18. Current Campus Master Plan
 19. Updated 'State of Affairs' for Waynflete School
 20. Neighborhood Meeting and Minutes
 21. Planning Board Approval Letter for 2001 Site Plan Dated: 05.23.2001
 22. Jeff Tarling, City Arborist Memorandum Dated: 08.08.2007
 23. Dan Goyette, Development Review Consultant Memorandum Dated: 08.08.2007
 24. Capt. Greg Cass, Fire Prevention email Dated: 08.08.2007
 25. Jim Carmody email Dated: 08.09.2007
 26. Mike Farmer, Project Engineer email Dated: 08.09.2007
 27. Marge Schmuckal, Zoning Administrator
 - a) Memorandaum Dated: 08.08.2007
 - b) Memorandum Dated: 08.09.2007
 28. Architectural Rendering
 29. Pictures of Existing Sidewalk Conditions
 30. Photographs of the Norway Maple
 31. Abutters' Comments
 - a. Jocelyn Pollard Dated: 07.24.2007
 - b. Karen Sanford Dated: 07.27.2007
 - c. Lee Nelson and Cindy Williams Dated: 08.02.2007
 - d. Elizabeth Begin Dated: 06.13.2007

(Institutional Impact Committee of the Western Promenade Neighborhood Association)

- e. Peter L. Murray (Western Prom. Neighborhood Board) Dated: 06.12.2007
- f. John and Sonia Robertson Dated: 08.07.2007



Site Plan Application

Department of Planning and Development
Portland Planning Board

Address of Proposed Development: 20 STORER STREET Zone: R4 PORTLAND, MAINE 04102		
Project Name: WAYNFLETE ARTS CENTER, PHASE TWO		
Existing Building Size: 18,437 sq. ft.	Proposed Building Size: 10,807 sq. ft.	
Existing Acreage of Site: 244,238 sq. ft.	Proposed Acreage of Site: 244,238 sq. ft.	
Tax Assessor's Chart, Block & Lot: Chart# 061 Block # F Lot# 8	Property Owners Mailing address: 360 SPRING STREET PORTLAND, MAINE 04102	Telephone #: 207.683.2201 Cell Phone #:
Consultant/Agent Contact Name and mailing address, Telephone # and Cell Phone #: SCOTT SIMONS ARCHITECTS AUSTIN SMITH 75 YORK STREET PORTLAND, MAINE 04101 207.722.4656	Applicant's Name/Mailing Address: WAYNFLETE SCHOOL ANNE HAGSTROM DIRECTOR OF FINANCE AND OPERATIONS 360 SPRING STREET PORTLAND, MAINE 04102	Telephone #: 207.774.7863 EXT. 227 Cell Phone #:
Fee For Service Deposit (all applications) <u> ✓ </u> (\$200.00)		
Proposed Development (check all that apply)		
<input type="checkbox"/> New Building <input checked="" type="checkbox"/> Building Addition <input type="checkbox"/> Change of Use <input type="checkbox"/> Residential <input type="checkbox"/> Office <input type="checkbox"/> Retail		
<input type="checkbox"/> Manufacturing <input type="checkbox"/> Warehouse/Distribution <input type="checkbox"/> Parking lot		
<input type="checkbox"/> Subdivision (\$500.00) + amount of lots _____ (\$25.00 per lot) \$ _____ + major site plan fee if applicable		
<input type="checkbox"/> Site Location of Development (\$3,000.00)		
(except for residential projects which shall be \$200.00 per lot _____)		
<input type="checkbox"/> Traffic Movement (\$1,000.00) <input type="checkbox"/> Storm water Quality (\$250.00)		
<input type="checkbox"/> Section 14-403 Review (\$400.00 + \$25.00 per lot)		
<input type="checkbox"/> Other _____		
Major Development (more than 10,000 sq. ft.)		
<input checked="" type="checkbox"/> Under 50,000 sq. ft. (\$500.00)		
<input type="checkbox"/> 50,000 - 100,000 sq. ft. (\$1,000.00)		
<input type="checkbox"/> Parking Lots over 100 spaces (\$1,000.00)		
<input type="checkbox"/> 100,000 - 200,000 sq. ft. (\$2,000.00)		
<input type="checkbox"/> 200,000 - 300,000 sq. ft. (\$3,000.00)		
<input type="checkbox"/> Over 300,000 sq. ft. (\$5,000.00)		
<input type="checkbox"/> After-the-fact Review (\$1,000.00 + applicable application fee)		

RECEIVED

MAY 1 2007

City of Portland
Planning

~ Please see next page ~

Minor Site Plan Review

- Less than 10,000 sq. ft. (\$400.00)
- After-the-fact Review (\$1,000.00 + applicable application fee)

Plan Amendments

- Planning Staff Review (\$250.00)
- Planning Board Review (\$500.00)

Who billing will be sent to:

RECEIVED

MAY 18 2007

City of Portland
Department of Planning and Development


Submittals shall include (7) separate **folded** packets of the following:

- a. copy of application
- b. cover letter stating the nature of the project
- c. site plan containing the information found in the attached sample plans checklist
- d. 1 set of 11x17 plans

Section 14-522 of the Zoning Ordinance outlines the process which is available on our web site: portlandmaine.gov

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 Code Official'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 site review only; a Building Permit application and associated fees will be required prior to construction.

Signature of Applicant::  for Weymouth School	Date: May 17, 2007
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