



Tuck O'Brien  
City Planning Director, Planning Division

April 12, 2017

Ted Czyzewski  
LQ Management, LLC  
909 Hidden Ridge, Suite 600  
Irving, TX 75038

Mark Arienti, P.E.  
Acorn Engineering, INC  
158 Danforth Street  
Portland, ME 04102

Project Name: LaQuinta Hotel & Stormwater Renovation  
Address: 340 Park Avenue  
Applicant: Ted Czyzewski  
Planner: Matthew Grooms

Project ID: 2017-007

Dear Mr. Czyzewski and Mr. Arienti,

On April 7, 2017, the Planning Authority approved a Level II Site Plan application for the LaQuinta Hotel and Stormwater Renovation Project. In this project, the applicant is proposing to increase onsite stormwater detention capacity by installing subsurface structures below the existing pavement and parking lots within the site. Stored stormwater will then slowly be discharged into the combined storm/sewer main in Park Avenue. As part of this project, the applicant will also reconfigure the parking lot to improve site circulation, reducing the overall number of parking spaces by 20 from 122 to 102, and will emphasize the entrance of the building through the construction of a porte cochere type entrance. Additional improvements will include increased landscaping, the removal of an existing out building and modification of the building's exterior. This decision is based upon the application, documents and plans as submitted by applicant. The proposal was reviewed for conformance with the standards of Portland's site plan ordinance, B-2 Community Business zone ordinance and B-2 Design Standards.

#### **SITE PLAN REVIEW**

The Planning Authority finds the plan to be in conformance with the site plan standards of the Land Use Code subject to the following condition(s) of approval:

1. A photometric plan demonstrating minimal light trespass shall be provided prior to the issuance of a building permit.

The approval is based on the submitted site plan. If you need to make any modifications to the approved site plan, you must submit a revised site plan for staff review and approval.

## STANDARD CONDITIONS OF APPROVAL

Please note the following standard conditions of approval and requirements for all approved site plans:

1. **Develop Site According to Plan** The site shall be developed and maintained as depicted on the site plan and in the written submission of the applicant. Modification of any approved site plan or alteration of a parcel which was the subject of site plan approval after May 20, 1974, shall require the prior approval of a revised site plan by the Planning Board or Planning Authority pursuant to the terms of Chapter 14, Land Use, of the Portland City Code.
2. **Separate Building Permits Are Required** This approval does not constitute approval of building plans, which must be reviewed and approved by the City of Portland's Permitting and Inspection Division.
3. **Site Plan Expiration** The site plan approval will be deemed to have expired unless work has commenced within one (1) year of the approval or within a time period up to three (3) years from the approval date as agreed upon in writing by the City and the applicant. Requests to extend approvals must be received before the one (1) year expiration date.
4. **Performance Guarantee and Inspection Fees** A performance guarantee covering the site improvements, inspection fee payment of 2.0% of the guarantee amount and three (3) final sets of plans must be submitted to and approved by the Planning Division and Public Works Department prior to the release of a building permit, street opening permit or certificate of occupancy for site plans. If you need to make any modifications to the approved plans, you must submit a revised site plan application for staff review and approval.
5. **Defect Guarantee** A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
6. **Preconstruction Meeting** Prior to the release of a building permit or site construction, a pre-construction meeting shall be held at the project site. This meeting will be held with the contractor, Development Review Coordinator, Public Work's representative and owner to review the construction schedule and critical aspects of the site work. At that time, the Development Review Coordinator will confirm that the contractor is working from the approved site plan. The site/building contractor shall provide three (3) copies of a detailed construction schedule to the attending City representatives. It shall be the contractor's responsibility to arrange a mutually agreeable time for the pre-construction meeting.
7. **Department of Public Works Permits** If work will occur within the public right-of-way such as utilities, curb, sidewalk and driveway construction, a street opening permit(s) is required for your site. Please contact Carol Merritt at 874-8300, ext. 8828. (Only excavators licensed by the City of Portland are eligible.)
8. **As-Built Final Plans** Final sets of as-built plans shall be submitted digitally to the Planning Division, on a CD or DVD, in AutoCAD format (\*.dwg), release AutoCAD

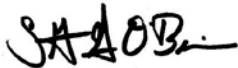
2005 or greater.

9. **Mylar Copies** Mylar copies of the as-built drawings for the public streets and other public infrastructure in the subdivision must be submitted to the Public Works Department prior to the issuance of a certificate of occupancy.

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

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

Sincerely,



Stuart G. O'Brien  
City Planning Director

**Attachments:**

1. Staff Review Comments (2.24.2017)
2. Applicant Response Comments (3.14.2017)
3. Applicant Response Comments (3.15.2017)
4. Design Review Comments (3.22.2017)
5. Ty Lin Email (3.31.2017)
6. Woodard and Curran Memo (3.31.2017)

**Electronic Distribution:**

cc: Jeff Levine, AICP, Director of Planning and Urban Development  
Barbara Barhydt, Development Review Services Manager  
Matthew Grooms, Planner  
Philip DiPierro, Development Review Coordinator, Planning  
Mike Russell, Director of Permitting and Inspections  
Ann Machado, Zoning Administrator, Inspections Division  
Jonathan Rioux, Inspections Division Deputy Director  
Jeanie Bourke, Plan Reviewer/CEO, Inspections Division  
Chris Branch, Director of Public Works  
Katherine Earley, Engineering Services Manager, Public Works  
Bill Clark, Project Engineer, Public Works  
Doug Roncarati, Stormwater Coordinator, Public Works  
Greg Vining, Associate Engineer, Public Works  
Michelle Sweeney, Associate Engineer, Public Works  
John Low, Associate Engineer, Public Works  
Rhonda Zazzara, Field Inspection Coordinator, Public Works  
Jeff Tarling, City Arborist, Public Works  
Jeremiah Bartlett, Public Works  
Keith Gautreau, Fire Department  
Victoria Morales, Corporation Counsel  
Thomas Errico, P.E., TY Lin Associates  
Lauren Swett, P.E., Woodard and Curran  
Rick Blackburn, Assessor's Department  
Approval Letter File

# Planning and Urban Development Department Planning Division



February 24, 2017

Ted Czyzewski, LQ Management, LLC  
909 Hidden Ridge, Suite 600  
Irving, TX 75038

Mark Arienti, P.E., Acorn Engineering,  
INC  
158 Danforth Street  
Portland, ME 04102

RE: Staff Review Comments for 340 Park Avenue – LaQuinta Hotel Stormwater Renovation  
(2017-007)

|                  |   |                        |
|------------------|---|------------------------|
| Project Name:    | LaQuinta Hotel<br>and Stormwater Renovation | Project ID: (2017-007) |
| Project Address: | 340 Park Avenue                             | CBL: 065 A 003         |
| Applicant:       | Ted Czyzewski                               |                        |
| Planner:         | Matthew Grooms                              |                        |

Dear Mr. Czyzewski,

Thank you for submitting a Level II Final Plan application for a minor site and stormwater alteration of the property at 340 Park Avenue. This proposal is being reviewed as a final plan for Administrative Authorization subject to the following applicable Land Use Code provisions:

- Site Plan Ordinance, Article V
- Chapter 14, Division 10 of the Land Use Code (B-2 and B-2b Community Business Zones)

## Final Plan for Planning Board Review: Staff Review Comments

### I. Transportation Standards

#### A. Traffic Engineering Comments (Tom Errico)

1. The applicant should provide documentation on how parking will be managed when considering the reduced supply combined with Hadlock Field event satellite parking use.
2. I concur with the waiver request that a traffic study is not required.
3. I have reviewed the revised parking lot layout and circulation and I find it to be acceptable.
4. The construction management plan should note that all sidewalks abutting the project site will remain open during construction. It should also note whether any impacts to the public street system (lane closures) are expected.

5. The City does not support a waiver for the provision of bicycle parking. The applicant shall revise the plans to include bicycle parking. Coordination with Bruce Hyman is suggested.

## **II. Environmental Quality Standards**

### **A. Stormwater/Engineering Comments (Lauren Swett)**

1. The City of Portland requires that all Level II site plan applications submit a stormwater management plan pursuant to the regulations of MaineDEP Chapter 500 Stormwater Management Rules, including conformance with the Basic, General, and Flooding Standards (Technical Manual, Section 5. II. Applicability in Portland. C. a. and City of Portland Code of Ordinances Sec. 14-526 Site Plan standards. (b). 3. b.). We offer the following comments:
  - a. Basic Standard: Plans, notes, and details have been provided to address erosion and sediment control requirements, inspection and maintenance requirements, and good housekeeping practices in accordance with Appendix A, B, & C of MaineDEP Chapter 500.
  - b. General Standard: The project will not result in an increase of impervious surface greater than 1,000 square feet or the redevelopment of greater than 5,000 square feet of non-roof impervious surface, and stormwater treatment will not be required.
  - c. Flooding Standard: The project will not result in an increase of impervious surface greater than 1,000 square feet or the redevelopment of greater than 5,000 square feet of non-roof impervious surface, and flood control will not be required; however, the project is installing an extensive stormwater storage system that will reduce the flow of stormwater exiting the site. We have the following questions on the HydroCAD model. These likely will not significantly impact the results, but the Applicant should clarify:
    - i. The areas used for pre- and post-development conditions appear to be slightly different – the figures show modifications to the boundaries.
    - ii. The time of concentrations utilized in the model should be evaluated. The TC should typically be the longest path for a subcatchment. The post-development Subcatchment 5 appears to be an undeveloped area within pre-development Subcatchment 2, however the TC for the smaller post-development area is longer than the TC for the larger pre-development area. Un-developed areas should have the same TC in pre- and post-development conditions.
2. A stormwater inspection and maintenance plan developed in accordance with and in reference to MaineDEP Chapter 500 guidelines and Chapter 32 of the City of Portland Code of Ordinances should be provided.
3. The proposed storm drain connection to the combined sewer is not currently in conformance with the City of Portland Technical Standards. HDPE pipe is not typically allowed within the City of Portland Right-of-Way, and connections are not typically allowed to manhole structures. The Applicant may request consideration of a waiver; however, additional review of the means for connection by Public Works will be required.
4. Some additional clarification/coordination between the parking lot pavement detail and the stormwater detention system detail should be provided. There appears to be an overlap between the pavement subbase gravel and the crushed stone layer required for the storm tank system.
5. A photometric plan should be provided to demonstrate minimal light trespass.

**B. Tree & Landscape Comments (Jeff Tarling)**

*City Arborist comments will be distributed as soon as they are received.*

**III. Public Infrastructure and Community Safety Standards**

**A. Fire Department Comments (Keith Gautreau)**

1. Emergency access and or water supply is not affected by the work being done on the existing Hotel Occupancy. Fire Dept. is fine with what is proposed.

**IV. Site Design Standards**

**A. Site Plan Review Comments (Matthew Grooms)**

1. The applicant shall either indicate appropriate locations for on-site snow storage or submit a snow-removal plan.
2. This property abuts the R-6 Residential zone to the south. Per Section 14-526(b), where a commercial property abuts a residential zone, a dense evergreen buffer measuring no less than 10 feet wide and six feet tall shall be provided.
3. On Plan 5, Site Layout and Landscape Plan, the applicant shall provide a pictographic representation of all vegetation in the associated legend.
4. The applicant shall provide details for newly proposed light fixtures and include with civil plans.
5. All light fixtures shall be full cutoff, with no light emitted above the horizontal plane or spilled onto adjacent properties and streets. See Section 12 of the Technical Manual for more details.

**B. Design Review (Caitlin Cameron)**

The project at 340 Park Avenue was reviewed according to the *City of Portland Design Manual* standards by Caitlin Cameron, Urban Designer against *the B2 Commercial Business Zones Standards* (Section (d) of the Design Manual).

**Design Review Comments:**

- The project is a renovation to an existing building, therefore, many design standards are not applicable.

**(d) B-2 Community Business Zones**

1. Standard (1) a. Urban Street Wall – Not applicable
2. *Standard (1) b. Mixed Uses* – Not applicable
3. *Standard (1) c. Building Entrances* – Primary building entrance is staying in existing location which is not oriented to the street. Visibility of the entrance, however, is improved with canopy and highly transparent entrance lobby.
4. *Standard (1) d. Windows* – Not applicable, Existing ground floor street frontage has limited fenestration but interior uses/street façade not proposed to change.
5. *Standard (1) e. Façade Character* – Not applicable, Street-facing facades are not altered from existing condition except for materials.

6. *Standard (1) f. Building Design* – The building design is mostly unchanged. The revisions to the materials and entrance will help bring some visibility to the entrance though the impact on the street is minimal.
7. *Standard (1) g. Building Materials* – **More information needed** – Materials should be called out on elevation drawings.
8. *Standard (1) h. Building Scale* – Not applicable
9. *Standard (1) i. Landscaping and Buffers* – Surface parking areas somewhat screened. Planner will provide more guidance on this site plan criteria.

**Additional Submittals Required:**

Please upload the digital plans and documents to address staff comments. Upon receipt of the revised material, the City of Portland will review the additional plans and information for conformance with applicable ordinances. As a Level II Site Plan, this project is approved through Administrative authorization and the final site plans shall be either approved, approved with conditions, or denied.

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

Sincerely,

Matthew Grooms  
Planner

**Electronic Distribution:**

Tuck O'Brien, Planning Division Director  
Barbara Barhydt, Development Review Services  
Manager  
Victoria Morales, Associate Corporation  
Counsel

Anne Machado, Zoning Administrator  
Captain Keith Gautreau, Fire  
Jeff Tarling, City Arborist  
Tom Errico, P.E., TY Lin Associates  
Lauren Swett, P.E., Woodard & Curran



A C O R N

ENGINEERING, INC.

Matthew Grooms – City Planner  
Planning Division, City of Portland  
389 Congress Street  
Portland, ME 04101

March 14, 2017

Subject: Comment Response Letter  
Hotel Renovation & Stormwater Upgrade at La Quinta - Portland, Maine

On behalf of LQ Management, LLC we are pleased to respond to the comments in your February 24, 2017 letter.

To facilitate the review, comments are provided below in italics followed by Acorn Engineering, Inc.'s response. Only comments that request for clarification or additional information are listed below with Acorn's response.

***I. Transportation Standards, A. Traffic Engineering Comments (Tom Errico)***

**Comment 1** – *The applicant should provide documentation on how parking will be managed when considering the reduced supply combined with Hadlock Field event satellite parking use.*

**Response** – La Quinta does not commit to providing any specific number of spaces in its parking lot for satellite parking use during Hadlock Field events. It is done on a case-by-case basis. If the hotel occupancy is high, they don't open their lot for satellite parking during these events.

**Comment 4** – *The construction management plan should note that all sidewalks abutting the project site will remain open during construction. It should also note whether any impacts to the public street system (lane closures) are expected.*

**Response** – The requested note has been added to the Construction Management Plan, Sheet C-03 as well as the Construction Management document. The document also outlines anticipated interruptions in the street.

**Comment 5** – *The City does not support a waiver for the provision of bicycle parking. The applicant shall revise the plans to include bicycle parking. Coordination with Bruce Hyman is suggested.*

**Response** – Acorn has revised the plans to incorporate the required bicycle spaces into the site as illustrated on the Site Layout and Landscape Plan Sheet C-10. Five spaces have been added as per Section 14-526(a) that requires 2 bicycle spaces for every 10 required vehicle parking spaces.



## **II. Environmental Quality Standards, A. Stormwater/Engineering Comments (Lauren Swett)**

**Comment 1.c - Flooding Standard:** *The project will not result in an increase of impervious surface greater than 1,000 square feet or the redevelopment of greater than 5,000 square feet of non-roof impervious surface, and flood control will not be required; however, the project is installing an extensive stormwater storage system that will reduce the flow of stormwater exiting the site. We have the following questions on the HydroCAD model. These likely will not significantly impact the results, but the Applicant should clarify:*

- i. *The areas used for pre- and post-development conditions appear to be slightly different – the figures show modifications to the boundaries.*
- ii. *The time of concentrations utilized in the model should be evaluated. The TC should typically be the longest path for a subcatchment. The post-development Subcatchment 5 appears to be an undeveloped area within pre-development Subcatchment 2, however the TC for the smaller post-development area is longer than the TC for the larger pre-development area. Undeveloped areas should have the same TC in pre- and post-development conditions.*

**Response –** The watershed maps and HydroCAD inputs have been modified to address these comments. The pre- and post-development areas have been adjusted to be equal, and the TCs for post-development Subcatchment 5 and predevelopment Subcatchment 2 have been made consistent. The Pre-development areas were also updated in HydroCAD to accurately reflect the watershed map. Please refer to the revised Stormwater Report.

**Comment 2 –** *A stormwater inspection and maintenance plan developed in accordance with and in reference to Maine DEP Chapter 500 guidelines and Chapter 32 of the City of Portland Code of Ordinances should be provided.*

**Response –** The Stormwater Maintenance Agreement will be uploaded as part of this submission. An inspection log is included as part of this document.

**Comment 3 –** *The proposed storm drain connection to the combined sewer is not currently in conformance with the City of Portland Technical Standards. HDPE pipe is not typically allowed within the City of Portland Right-of-Way, and connections are not typically allowed to manhole structures. The Applicant may request consideration of a waiver; however, additional review of the means for connection by Public Works will be required.*

**Response –** Acorn has requested input from the Public Works, but none has been received to date. In order to address the noted conflict with Technical Standards, the storm drain connection now incorporates PVC instead of HDPE, and the angle of the pipe had been modified so that it connects straight to the combined sewer main and not the manhole. Refer to the Grading and Drainage Plan, Sheet C-30.

**Comment 4 –** *Some additional clarification/coordination between the parking lot pavement detail and the stormwater detention system detail should be provided. There appears to be an overlap between the pavement subbase gravel and the crushed stone layer required for the storm tank system.*

**Response –** The detail has been revised so that there is now a constant depth of 12” of 3/4” crushed stone over the detention modules with a varying depth of Type D gravel for parking lot subgrade as the finished grade varies.

**Comment 5** – *A photometric plan should be provided to demonstrate minimal light trespass.*

**Response** – A photometric plan that demonstrates minimal light trespass will be submitted under separate cover once La Quinta finalizes its lighting configuration.

**Acorn Comment:** In addition to the comments from the City and its consultants, Acorn has also made a minor modification to the stormwater detention system based on comments from the manufacturer. Because of its large footprint, the system has essentially been split into two halves, a northerly and southerly half. The two halves are connected by a drainage pipe and a 7.5-foot width section of crushed stone. The revision is reflected in the accompanying plan set.

#### **IV. Site Design Standards, A. Site Plan Review Comments (Matthew Grooms)**

**Comment 1** - *The applicant shall either indicate appropriate locations for on-site snow storage or submit a snow-removal plan.*

**Response** – The snow storage area has been added to the Site Plan, C-10.

**Comment 2** - *This property abuts the R-6 Residential zone to the south. Per Section 14-526(b), where a commercial property abuts a residential zone, a dense evergreen buffer measuring no less than 10 feet wide and six feet tall shall be provided.*

**Response** – A dense evergreen buffer in the specified area has been added as shown on revised sheet C-10.

**Comment 3** - *On Plan 5, Site Layout and Landscape Plan, the applicant shall provide a pictographic representation of all vegetation in the associated legend.*

**Response** – A legend has been created for the associated plantings.

**Comment 4** - *The applicant shall provide details for newly proposed light fixtures and include with civil plans.*

**Response** – Cut sheets, a photometric plan, and locations on the civil plans will be provided under separate cover once La Quinta finalizes its lighting configuration.

**Comment 5** - *All light fixtures shall be full cutoff, with no light emitted above the horizontal plane or spilled onto adjacent properties and streets. See Section 12 of the Technical Manual for more details.*

**Response** – Cut sheets for the specific fixtures that will be used to replace the existing units will be submitted under separate cover. The proposed light fixtures will be full cutoff, and no light shall be emitted above the horizontal plane. Light will be contained on site.



**IV. Site Design Standards, B. Design Review (Caitlin Cameron)**

**Comment 7**– *Standard (1) g. Building Materials – More information needed – Materials should be called out on elevation drawings.*

**Response** – This information has been included within the architectural plan set.

Please let me know if you have any additional questions or comments.

Sincerely,



Mark Arienti, P.E.  
Senior Environmental Engineer  
Acorn Engineering, Inc.

cc: John W. Robinson, LQ Management LLC  
Ted Czyzewski, LQ Management, LLC



A C O R N

ENGINEERING, INC.

Matthew Grooms – City Planner  
Planning Division  
City of Portland, Maine  
389 Congress Street, 4th Floor  
Portland, ME 04101

March 14, 2017

Subject: Comment Response to Level II: Site Plan Final Application  
Hotel Renovation & Stormwater Upgrade at La Quinta - Portland, Maine

Dear Matthew Grooms:

LQ Management, LLC is pleased to submit the accompanying package of submission materials related to the proposed renovation and stormwater management upgrade at the La Quinta Inn on 340 Park Ave. This submission package is intended to address and meet the comments provided by the Planning Authority, City Staff, and Peer Review Comments set within the Planning Staff's application review comments. It also includes a slight alteration to the stormwater detention layout and landscaping modifications to incorporate detention system manufacturer and La Quinta requirements, respectively.

The following documents and drawings will be uploaded into the City's electronic submission site to supplement those already submitted for the Final Application:

Documents:

- Section D: *Updated Conformity with Applicable Zoning Requirements*
- Section F: *Updated Request for Waivers*
- Section H: *Updated Stormwater Report*
- Section M: *Updated Construction Management Plan*
- Section Q: *Stormwater Maintenance Agreement*
- Section R: *Comment Response Cover*
- Section S: *Comment Response Letter*

Drawings:

- *Updated Civil Plan Set, Dated March 15, 2017*
- *Updated Architectural Plan Set, Dated January 13, 2017*

If you have any questions regarding these materials or the completeness of the application materials, please contact us within the next five (5) days.

Sincerely,



Mark Arienti, P.E.  
Senior Environmental Engineer  
Acorn Engineering, Inc.

cc: John W. Robinson, LQ Management L.L.C.

# Planning and Urban Development Department

## Planning Division

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**Subject:** B-2 Design Review – 340 Park Avenue  
**Written by:** Caitlin Cameron, Urban Designer  
**Date of Review:** Wednesday, March 22, 2017

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The project at 340 Park Avenue was reviewed according to the *City of Portland Design Manual* standards by Caitlin Cameron, Urban Designer against *the B2 Commercial Business Zones Standards* (Section (d) of the Design Manual).

**Design Review Comments:**

- The project is a renovation to an existing building, therefore, many design standards are not applicable.

**(d) B-1b Neighborhood Business Zones**

*Standard (1) a. Urban Street Wall* – Not applicable

*Standard (1) b. Mixed Uses* – Not applicable

*Standard (1) c. Building Entrances* – Primary building entrance is staying in existing location which is not oriented to the street. Visibility of the entrance, however, is improved with canopy and highly transparent entrance lobby.

*Standard (1) d. Windows* – Not applicable, Existing ground floor street frontage has limited fenestration but interior uses/street façade not proposed to change.

*Standard (1) e. Façade Character* – Not applicable, Street-facing facades are not altered from existing condition except for materials.

*Standard (1) f. Building Design* – The building design is mostly unchanged. The revisions to the materials and entrance will help bring some visibility to the entrance though the impact on the street is minimal.

*Standard (1) g. Building Materials* – Materials now appear on elevation drawings. Existing streetscape is eclectic – proposed materials most relate to the HP Hood building across the street in character.

*Standard (1) h. Building Scale* – Not applicable

*Standard (1) i. Landscaping and Buffers* – Surface parking areas somewhat screened. Planner will provide more guidance on this site plan criteria.



Matthew Grooms <mgrooms@portlandmaine.gov>

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## 340 Park Avenue - Final Traffic Comments

---

Tom Errico <thomas.errico@tylin.com>

Fri, Mar 31, 2017 at 9:37 AM

To: Matthew Grooms <mgrooms@portlandmaine.gov>

Cc: Katherine Earley <kas@portlandmaine.gov>, Jeremiah Bartlett <JBartlett@portlandmaine.gov>, Lauren Swett <lswett@woodardcurran.com>, Jeff Tarling <jst@portlandmaine.gov>

Hi Matt – I have conducted a review of the application materials and offer the following final traffic comments as a status update of my prior comments.

- The applicant should provide documentation on how parking will be managed when considering the reduced supply combined with Hadlock Field event satellite parking use.

**Status: The applicant has noted that parking for events is only allowed during time periods when excess hotel parking supply occurs. I find this response to be reasonable and I have no further comment.**

- I concur with the waiver request that a traffic study is not required.

**Status: I have no further comment.**

- I have reviewed the revised parking lot layout and circulation and I find it to be acceptable.

**Status: I have no further comment.**

- The construction management plan should note that all sidewalks abutting the project site will remain open during construction. It should also note whether any impacts to the public street system (lane closures) are expected.

**Status: The plan has been revised and I have no further comment.**

- The City does not support a waiver for the provision of bicycle parking. The applicant shall revise the plans to include bicycle parking. Coordination with Bruce Hyman is suggested.

**Status: The plan has been revised and I have no further comment.**

If you have any questions, please contact me.

Best regards,

Thomas A. Errico, PE  
Senior Associate  
Traffic Engineering Director  
**TYLIN** INTERNATIONAL

4/7/2017

City of Portland Mail - 340 Park Avenue - Final Traffic Comments

12 Northbrook Drive

Falmouth, ME 04105

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## MEMORANDUM



**TO:** Matthew Grooms, Planner  
**FROM:** Lauren Swett, PE & Craig Sweet, EIT  
**DATE:** March 30, 2017  
**RE:** 340 Park Avenue, Level II Site Plan Application Response to Comments

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Woodard & Curran has reviewed the Level II Site Plan Application Response to Comments for the proposed project located at 340 Park Avenue in Portland, Maine. The project involves modifications to the existing parking lot and the installation of an onsite stormwater detention system.

### **Documents Reviewed by Woodard & Curran**

- Site Plan Application and attachments, dated March 14, 2017, prepared by Acorn Engineering, LLC, on behalf of LQ Management, LLC.
- Updated Engineering Plans, dated March 14, 2017, prepared by Acorn Engineering, LLC, on behalf of LQ Management, LLC.

### **Comments** *Comments in italics repeated from previous memos*

- 1) The City of Portland requires that all Level II site plan applications submit a stormwater management plan pursuant to the regulations of MaineDEP Chapter 500 Stormwater Management Rules, including conformance with the Basic, General, and Flooding Standards (Technical Manual, Section 5. II. Applicability in Portland. C. a. and City of Portland Code of Ordinances Sec. 14-526 Site Plan standards. (b). 3. b.). We offer the following comments:
  - a) Basic Standard: Plans, notes, and details have been provided to address erosion and sediment control requirements, inspection and maintenance requirements, and good housekeeping practices in accordance with Appendix A, B, & C of MaineDEP Chapter 500.
  - b) General Standard: The project will not result in an increase of impervious surface greater than 1,000 square feet or the redevelopment of greater than 5,000 square feet of non-roof impervious surface, and stormwater treatment will not be required.
  - c) Flooding Standard: The project will not result in an increase of impervious surface greater than 1,000 square feet or the redevelopment of greater than 5,000 square feet of non-roof impervious surface, and flood control will not be required; however, the project is installing an extensive stormwater storage system that will reduce the flow of stormwater exiting the site.
- 2) *A photometric plan should be provided to demonstrate minimal light trespass.* Applicant has noted that lighting design is changing and that a photometrics plan will be provided under separate cover.
- 3) All other comments have been addressed.