

W. F. Cann Company, Inc. Architect

1130 Hampton Avenue
St. Louis, Missouri 63139
Area Code 314 647 3800

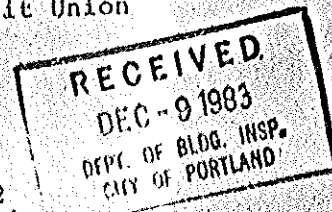
Reply to:
34 Jerome Avenue
Bloomfield, Connecticut 06002
Area Code 203 243 8951

STATEMENT OF DEVELOPMENT - November 14, 1983
Revised - December 5, 1983
Address: 266-272 Park Avenue and
34-46 Forest Street

Zone: R-P Residential Professional (Pending)

Applicant: Medical Services Federal Credit Union
Robert Lacombe, President
233 Western Promenade (Rear)
Portland, Maine

Architect: William F. Cann Company
34 Jerome Avenue
Bloomfield, Connecticut 06002
Attention: Edward K. Bachtell



1 Proposal Use:

The property is to be developed as the main office for the credit union. Business operations of the credit union will consist of teller, lobby, and drive-up facility and office operations for loan officer, bookkeeping and executive offices. The building will contain support facilities for record storage, mechanical, and electrical equipment and staff toilets and lounge.

2 Site Utilization:

Area	18,344 square feet
Building Area	2,630 square feet
Total Floor Area	5,280 square feet inclusive of basement area
Future Floors	2,720 square feet each 2nd and 3rd future

3 There are no known existing or proposed easements, rights-of-way or other restrictions on use of land.

4 Public Facilities:

Public sewer are available at the intersection of Park and Forest Streets. Sewer demand is based upon an office population of 50. No substantial kitchen facilities or are any major waste water producers are included.

Water service is available in Forest St. and the building will be supplied from an existing curb box, used if serviceable.

Traffic - Park Ave. is two way traffic and will provide full vehicle access to the property. Left turn only exiting the site on Forest St. (one-way north) will return all traffic immediately to the major street.

Electric service will be provided from with underground secondary service to the building.

Solid waste will consist primarily of paper materials maintained in an enclosed storage area until pick-up.

5. Site Topography and Drainage:

Current topography slopes from southeast to northwest corner. This grade causes surface drainage to the rear of properties on Gilman Street. Revised topography and the addition of curbs along the west property line will divert surface water into the on-site storm water system.

STORM DRAINAGE CALCULATIONS

Existing conditions (assumed previous development)
25 year storm

2 structures at 4000 square feet = .092 ac x .95 x 4.0 = .34 cfs
 site area (assumed no paving) 14344 s.f. = .33 ac x .45 x 4.0 = .59 cfs
 TOTAL .93 cfs

PROPOSED DEVELOPMENT

	c	Intensity 5 min durations	
		equiv 25 yr acre 6.0/hr	2 yr 4.0/hr
Roof area 2720 s.f.	.95		
Paved area 12700 s.f.	.95		
Landscape area 1200 s.f. to storm drain	.35		
Landscape area 1950 s.f. surface	.35		
Total area 15751 s.f. =			
Equiv area	.36ac	2.16 cfs	1.44cfs

Time of Concentration - insignificant

Onsite Retention

Storage area 700 s.f.
Volume 230 cu.ft.

Retention Rate @ 25 yr.
2.16 - .93 = 1.23 cfs

Retention Duration Before Overflow
230 ÷ 1.23 = 186 sec = 3.1 min.

344

CITY OF PORTLAND, MAINE
SITE PLAN REVIEW
Processing Form

Medical Services Federal Credit Union
Applicant

November 22, 1983
Date

P. O. Box 673, Portland, Maine 04104
Mailing Address

266-272 Park Ave. and 34-46 Forest St.
Address of Proposed Site

Construct credit union building
Proposed Use of Site

Site Identifier(s) from Assessors Maps

18,344 sq. ft. / 2,630 sq. ft.
Acreage of Site Ground Floor Coverage

R-2 F L
Zoning of Proposed Site

Site Location Review (DEP) Required: () Yes () No
Board of Appeals Action Required: () Yes () No
Planning Board Action Required: () Yes () No

Proposed Number of Floors 2

Total Floor Area 5,350 sq. ft.

Other Comments:

Date Dept. Review Due:

BUILDING DEPARTMENT SITE PLAN REVIEW
(Does not include review of construction plans)

- Use does NOT comply with Zoning Ordinance
 - Requires Board of Appeals Action
 - Requires Planning Board/City Council Action

Explanation

- Use complies with Zoning Ordinance -- Staff Review Below

Zoning:
SPACE & BULK,
as applicable

	DATE	ZONE LOCATION	INTERIOR OR CORNER LOT	40 FT. SETBACK AREA (SEC. 21)	USE	SEWAGE DISPOSAL	REAR YARDS	SIDE YARDS	FRONT YARDS	PROJECTIONS	HEIGHT	LOT AREA	BUILDING AREA	AREA PER FAMILY	WIDTH OF LOT	LOT FRONTAGE	OFF-STREET PARKING	LOADING BAYS	
COMPLIES																			
COMPLIES CONDITIONALLY																			CONDITIONS SPECIFIED BELOW
DOES NOT COMPLY																			REASONS SPECIFIED BELOW

REASONS:

[Handwritten Signature]
SIGNATURE OF REVIEWING STAFF/DATE

BUILDING DEPARTMENT -- ORIGINAL

B.B.

CITY OF PORTLAND, MAINE
PLANNING BOARD

Jean E. Gilpatrick, Chairman
John L. Barker, Vice Chairman
Harry E. Cummings
Nunzio A. DiMillo
Jack Humanuk
Robert D. Lee
Barbara A. Vestal

Dec. 19, 1983

Mr. Robert Lacombe, President
Medical Services Federal Credit Union
233 Western Promenade (rear)
Portland, Maine 04102

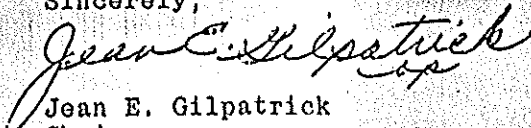
Dear Mr. Lacombe:

The Portland Planning Board voted unanimously (6-0) to approve the site plan for the Medical Services Federal Credit Union office building in the vicinity of 206-272 Park Avenue and 34-46 Forest Street at the December 13, 1983 meeting. Such approval is subject to the following conditions:

1. the pylon sign will be no more than 12 feet 4 inches in height and it will have a sign area of 15 square feet;
2. a revised site plan will be submitted with a utility plan which is acceptable to Public Works. This plan will include a flow restrictor that reduces stormwater flow to 0.5 cubic feet/second and the location of the underground electrical wires to the building, the light poles, and the sign;
3. the building will be constructed so that it can accommodate up to two additional floors; and
4. revisions to the landscape plan must be reviewed and approved by Anne Grimes, the City Arborist.

A reminder that Anne Grimes, the City Arborist, shall be consulted with at an early stage of the project so that all plantings will be done in accordance with the City of Portland's specifications and standards of planting.

Sincerely,


Jean E. Gilpatrick
Chairman

Portland Planning Board

cc: Joseph E. Gray, Jr., Dir., Planning & Urban Development
Alexander Jaegerman, Chief Planner

continued -

**CITY OF PORTLAND, MAINE
SITE PLAN REVIEW
Processing Form**

344

Applicant _____ Date Nov 22, 1983

Mailing Address _____ Address of Proposed Site _____

Proposed Use of Site _____ Site Identiflor(s) from Assessors Maps _____

Acreage of Site / Ground Floor Coverage _____ Zoning of Proposed Site _____

Site Location Review (DEP) Required: () Yes () No Proposed Number of Floors 2

Board of Appeals Action Required: () Yes () No Total Floor Area 3,180

Planning Board Action Required: () Yes () No

Other Comments: _____

Date Dept. Review Due: _____

PLANNING DEPARTMENT REVIEW

(Date Received) _____

- Major Development — Requires Planning Board Approval; Review Initiated
- Minor Development --- Staff Review Below

	LOADING AREA	PARKING	CIRCULATION PATTERN	ACCESS	PEDESTRIAN WALKWAYS	SCREENING	LANDSCAPING	SPACE & BULK OF STRUCTURES	LIGHTING	CONFLICT WITH CITY PROJECTS	FINANCIAL CAPACITY	CHANGE IN SITE PLAN
APPROVED	✓	✓	✓	✓	✓	✓				✓	✓	
APPROVED CONDITIONALLY							✓	✓	✓			✓
DISAPPROVED												

CONDITIONS SPECIFIED BELOW

REASONS SPECIFIED BELOW

REASONS:

1. The sign will be no more than 12 feet 4 inches in height and it will have a sign area of 15 square feet. (The height of the sign on the revised plan is 8 feet).
2. A revised site plan must be submitted with a utility plan which is acceptable to Public Works. The plan will include a flow indicator that reduces stormwater flow to 0.5 cubic feet per second and the location of the underground electrical lines to the building, light poles, and sign. (Revised plan is acceptable).
3. The building will be constructed so that it can accommodate up to two additional floors.
4. Revisions to the landscape plan must be reviewed and approved by the City Arboret.

Barbara Barlett 10/16/84
SIGNATURE OF REVIEWING STAFF/DATE

APPLICATION FOR PERMIT

PERMIT ISSUED

B.O.C.A. USE GROUP B

B.O.C.A. TYPE OF CONSTRUCTION ... 00036 3 B

JAN 21 1985

ZONING LOCATION PORTLAND, MAINE ... Jan. 11, 1985

CITY OF PORTLAND

To the CHIEF OF BUILDING & INSPECTION SERVICES, PORTLAND, MAINE

The undersigned hereby applies for a permit to erect, alter, repair, demolish, move or install the following building, structure, equipment or change use in accordance with the Laws of the State of Maine, the Portland B.O.C.A. Building Code and Zoning Ordinance of the City of Portland with plans and specifications, if any, submitted herewith and the following specifications:

LOCATION 266-272 Park Ave. 34-46 Forest St. Fire District #1 , #2
1. Owner's name and address Medical Savings Fed. Credit Union Telephone 871-2811
2. Lessee's name and address P. O. Box 673 .. 04104 Telephone
3. Contractor's name and address Bank Building Corp. 25 Jerome St. Telephone 772-1076
Proposed use of building credit union office No. of sheets
Last use No. families
Material No. stories Heat Style of roof Roofing
Other buildings on same lot
Estimated contractual cost \$... 32,000. 320,000

FIELD INSPECTOR—Mr. @ 775-5451

Appeal Fees \$
Base Fee ... 1,600
Late Fee
TOTAL \$

To construct 1 story, 62, x 36, building to be used for credit union as per plans 21 sheets of plans. send permit to # 3 04104

Stamp of Special Conditions

NOTE TO APPLICANT: Separate permits are required by the installers and subcontractors of heating, plumbing, electrical and mechanicals.

DETAILS OF NEW WORK

Is any plumbing involved in this work? ... yes
Is any electrical work involved in this work? ... yes
Is connection to be made to public sewer? existing
Has septic tank notice been sent?
Form notice sent?
Height average grade to top of plate ... 12
Height average grade to highest point of roof ... 11'6"
Size, front ... 62 ... depth ... 36 ... No. stories ... 1 ... solid or filled land? solid ... earth or rock? earth
Material of foundation ... cement ... Thickness, top 10" ... bottom ... cellar
Kind of roof ... flat ... Rise per foot ... Roof covering ... single membrane
No. of chimneys ... none ... Material of chimneys ... of lining ... Kind of heat ... gas ... fuel
Framing Lumber—Kind brick ... Dressed or full size? ... Corner posts ... Sills
Size Girder ... Columns under girders ... Size ... Max. on centers
Studs (outside walls and carrying partitions) 2x4-16" O. C. Bridging in every floor and flat roof span over 8 feet. 16"
Joists and rafters: 1st floor ... 2 x 10 ... 2nd ... 3rd ... roof ... T-J Joist
On centers: 1st floor ... 2nd ... 3rd ... roof
Maximum span: 1st floor ... 2nd ... 3rd ... roof
If one story building with masonry walls, thickness of walls? height?

IF A GARAGE

No. cars now accommodated on same lot ... to be accommodated ... number commercial cars to be accommodated
Will automobile repairing be done other than minor repairs to cars habitually stored in the proposed building?

APPROVALS BY: BUILDING INSPECTION—PLAN EXAMINER

ZONING:
BUILDING CODE:
Fire Dept.
Health Dept.
Others

DATE
MISCELLANEOUS
Will work require disturbing of any tree on a public street? NO
Will there be in charge of the above work a person competent to see that the State and City requirements pertaining thereto are observed? ... YES



CITY OF PORTLAND, MAINE
Department of Building Inspection

Certificate of Occupancy

LOCATION 266-272 Park Avenue, 34-46 Forest St.

Issued to **Medical Services Federal Credit Union** Date of Issue **June 18, 1985**

This is to certify that the building, premises, or part thereof, at the above location, built—altered—changed as to use under Building Permit No. **8471465** has had final inspection, has been found to conform substantially to requirements of Zoning Ordinance and Building Code of the City, and is hereby approved for occupancy or use, limited or otherwise, as indicated below.

PORTION OF BUILDING OR PREMISES

APPROVED OCCUPANCY

Limiting Conditions: **Entire**

Credit Union Building

This certificate supersedes certificate issued

Approved:

(Date)

Inspector

Department of Buildings

Notice: This certificate identifies lawful use of building or premises, and ought to be transferred from owner to owner when property changes hands. Copy will be furnished to owner or lessee for one dollar.

City of Portland, Maine - Building or Use Permit Application 389 Congress Street, 04101 Tel: (207) 874-8703; FAX: 874-8716

Location of Construction: 272 Park Ave
 Owner: Medical Services Federal Union 772-0898
 Phone: 605-881-6033
 Business Name: 772-0898

Contractor Name: Keenan and Associates Inc
 Address: 7 Rose Ln - Atkinson NH 03811
 Phone: 603-362-4115

Proposed Project Description: replace/enlarge canopy
 Proposed Use: banking office bldg
 * canopy

Permit Taken By: E Chase
 Date Applied For: 2/29/96
 Signature: *[Signature]* Date: _____

Cost of Work: \$ 38,000
 Permit Fee: \$ 210
 FIRE DEPT: Approved
 Denied
 INSPECTION: Approved
 Denied
 Use Group: _____ Type: _____

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Permit No: 960581
 PERMIT ISSUED
 JUN 21 1996
 CITY OF PORTLAND

Permit Issued: JUN 21 1996
 Zoning: Zoning Approval
 Special Zone of Review
 Shoreland
 Wetland
 Flood Zone
 Subdivision
 Site Plan minor major

Zoning Appeal
 Variance
 Miscellaneous
 Conditional Use
 Interpretation
 Approved
 Denied

Historic Preservation
 Not in District or Landmark
 Does Not Require Review
 Requires Review
 Action:
 Approved
 Approved with Conditions
 Denied
 Date: 6/19/96

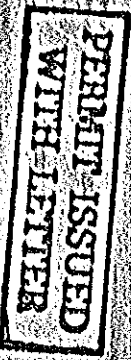
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* CALL AFTER SITE PLAN APPROVAL - WILL SEND CANOPY PLANS FR BLDG PRMT

1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal rules.
2. Building permits do not include plumbing, septic or electrical work.
3. Building permits are void if work is not started within six (6) months of the date of issuance. False information is on any violation a building permit and stop all work.

CERTIFICATION

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

Signature: *[Signature]*
 Signature: _____
 Signature: _____
 Signature: _____
 Signature: _____

RESPONSIBLE PERSON IN CHARGE OF WORK TITLE

White-Permit Desk Green-Assessor's Canary-D.P.W. Pink-Public File Ivory Card-Inspector

Signature: *[Signature]*
 Signature: _____
 Signature: _____
 Signature: _____
 Signature: _____



**CITY OF PORTLAND, MAINE
DEVELOPMENT REVIEW APPLICATION
PLANNING DEPARTMENT PROCESSING FORM**

I. D. Number _____

Medical Services Federal Credit Union

2/29/96

Applicant 277 Park Ave - Ptld MC 04102 772-0808

Application Date

Applicant's Mailing Address James P Keenan 603 362-4115

Project Name/Description

Consultant/Agent _____ Address of Proposed Site 272 Park Ave

Applicant or Agent Daytime Telephone, Fax _____

Assessor's Reference: Chart-Block-Lot _____

Proposed Development (check all that apply): Now Building Building Addition Change of Use Residential Office Retail Manufacturing Warehouse/Distribution Other (specify) banking office

canopy

Proposed Building Square Feet or # of Units _____

Acres of Site _____

Zoning _____

Check Review Required:

- | | | | |
|---|--|--|--|
| <input checked="" type="checkbox"/> Site Plan (major/minor) | <input type="checkbox"/> Subdivision # of lots _____ | <input type="checkbox"/> PAD Review | <input type="checkbox"/> 14-403 Streets Review |
| <input type="checkbox"/> Flood Hazard | <input type="checkbox"/> Shoreland | <input type="checkbox"/> Historic Preservation | <input type="checkbox"/> DEP Local Certification |
| <input type="checkbox"/> Zoning Conditional Use (ZBA/PB) | <input type="checkbox"/> Zoning Variance | <input type="checkbox"/> Single-Family Minor | <input type="checkbox"/> Other _____ |

Fees paid: site plan 300 subdivision _____

Approval Status:

Reviewer Jim Seymour

- Approved Approved w/Conditions listed below Denied

1. _____
2. _____
3. _____
4. _____

Approval Date 5/28/96 Approval Expiration 5/28/97 Extension to _____ date date

Additional Sheets Attached

Condition Compliance Kandi Talbot 5/28/96
signature date
for Jim Seymour

Performance Guarantee Required* Not Required

* No building permit may be issued until a performance guarantee has been submitted as indicated below

<input type="checkbox"/> Performance Guarantee Accepted	_____ date _____	_____ amount _____	_____ expiration date _____
<input type="checkbox"/> Inspection Fee Paid	_____ date _____	_____ amount _____	
Performance Guarantee Reduced	_____ date _____	_____ remaining balance _____	_____ signature _____
Performance Guarantee Released	_____ date _____	_____ signature _____	
Defect Guarantee Submitted	_____ submitted date _____	_____ amount _____	_____ expiration date _____
Defect Guarantee Released	_____ date _____	_____ signature _____	



CITY OF PORTLAND, MAINE
DEVELOPMENT REVIEW APPLICATION
PLANNING DEPARTMENT PROCESSING FORM

I. D. Number

Applicant Medical Services Federal Credit Union

2/29/96

Applicant's Mailing Address 272 Park Ave - Pld HE 04102 772-0808

Application Date

Consultant/Agent James P. Keenan 603-362-4115

Project Name/Description

Applicant or Agent Daytime Telephone, Fax

Address of Proposed Site 272 Park Ave

Assessor's Reference: Chart-Block-Lot

Proposed Development (check all that apply): New Building Building Addition Change of Use Residential Office Retail Manufacturing Warehouse/Distribution Other (specify) banking office canopy

Proposed Building Square Feet or # of Units

Acroage of Site

Zoning

Check Review Required:

- | | | | |
|---|--|--|--|
| <input checked="" type="checkbox"/> Site Plan (major/minor) | <input type="checkbox"/> Subdivision # of lots | <input type="checkbox"/> PAD Review | <input type="checkbox"/> 14-03 Streets Review |
| <input type="checkbox"/> Flood Hazard | <input type="checkbox"/> Shoreland | <input type="checkbox"/> Historic Preservation | <input type="checkbox"/> DEP Local Certification |
| <input type="checkbox"/> Zoning Conditional Use (ZBA/PB) | <input type="checkbox"/> Zoning Variance | <input type="checkbox"/> Single-Family Minor | <input type="checkbox"/> Other |

Fees paid: site plan 300 subdivision

Approval Status:

Review by Kandice Talbot

- Approved Approved w/Conditions listed below Denied

- the plan shall have dimensions prior to issuance of building permit
- one way signs should be installed prior to issuance of a certificate of occupancy
- some parking along Park Avenue or Forest Street may be subject to removal if determined by the Principal Traffic Engineer at a later date

Approval Date 5/28/96 Approval Expiration 5/28/97 Extension to _____ date Attached

Condition Compliance Kandice Talbot 6/10/96
signature date

Performance Guarantee Required* Not Required

* No building permit may be issued until a performance guarantee has been submitted as indicated below

- | | | | |
|---|----------------|-------------------|-----------------|
| <input type="checkbox"/> Performance Guarantee Accepted | date | amount | expiration date |
| <input type="checkbox"/> Inspection Fee Paid | date | amount | |
| Performance Guarantee Reduced | date | remaining balance | signature |
| Performance Guarantee Released | date | signature | |
| Defect Guarantee Submitted | submitted date | amount | expiration date |

Address 272 Park Ave

I. INTRODUCTION

Medical Services Federal Credit Union has requested site plan approval for an office building in the vicinity of 266-272 Park Avenue and 34-46 Forest Street. The architectural firm of W.F. Cann Company, Inc. is designing the project.

Sixty (60) notices were sent to area residents.

II. FINDINGS OF FACT

Zoning:	R-P Residence-Professional
Land Development Plan:	R-6 Residence
Land Area:	18,344 square feet
Height of Building:	1 story, 2nd & 3rd floors proposed for future date
Ground Floor Area:	2,630 square feet
Total Floor Area:	2,630 square feet - Future expansion possible; 5,350 s.f. with 2nd story and 8,070 s.f. with 3rd story
Parking Spaces:	20 spaces - 7 spaces req for 1 story, 13 spaces required for 2 stories and 20 spaces required for 3 stories

Land Uses:

The proposed site is a vacant lot on the corner of Forest Street and Park Avenue. The building will front on Forest Street. The land uses along Forest Street are primarily residential. There are two large apartment buildings and nine houses (some appear to contain more than one unit). The Sportman's Restaurant is at the opposite end of the street and faces Congress Street. The site is between a five story clapboard apartment building and two brick apartment buildings (3-story), all of which face Park Avenue. The west side of the site abuts three apartment buildings on Gillman Street.

Across from the site on Park Avenue (going east to west) are the following uses: a vacant brick building; a small parking lot; a baseball field; and the Exposition Building. Commercial uses are located on Valley Street and are interspersed with residential uses on Gillman Street. The uses on adjacent side streets going west from Forest Street are predominately residential.

III. BACKGROUND

The applicant requested a zone change for the site from R-6 Residence to B-2 Business. At the October 11, 1983 Planning Board meeting, the Board expressed the concerns that a B-2 zone permits uses on the site which would not be compatible with the neighborhood. The Board concluded that the R-P Residence-Professional zone was a more appropriate zone for the site. The Planning Board recommended to City Council that the zone change be from R-6 to R-P and that the zone lines be contiguous with the site's boundaries. The applicant agreed to this recommendation at the Planning Board meeting. City Council approved the zone change from R-6 to R-P on November 7, 1983 and it went into effect upon passage.

IV. PROPOSED DEVELOPMENT

The site for the proposed Medical Services Federal Credit Union building is on the corner of Forest Street and Park Avenue and has a total of 18,344 square feet. The structure will be oriented toward Forest Street. The building as proposed is one story with a ground floor area and total floor area of 2,630 square feet. The structure is designed so that a second and third floor may be added in the future. Each floor would create 2,720 square feet of additional space and both floors combined would expand the total floor area to 8,070 square feet.

A parking area with 20 spaces is proposed. One space will be reserved for handicapped parking and it is located near the ramp for the building's sidewalk. Two drive-through windows are located at the south side of the building. Vehicles gain access to the site from Park Avenue and exit on to Forest Street which is a one-way street toward Park Avenue. A landscaped buffer is provided around the edge of the parking lot.

V. STAFF REVIEW

The site plan has been reviewed by staff for compliance with the review criteria set forth in the Site Plan Ordinance. The plan has been reviewed and approved by Building and Inspection Services, the Traffic Engineer and the Fire Department. Public Works and the City Arborist have reviewed the plan and their reports are attached.

1. Traffic

William Bray, City Traffic Engineer, has reviewed and approved the traffic related concerns for the project.

2. Bulk, location, height, paved areas, sewers, storm drains and water

A. Space and Bulk - The site for the proposed building has 18,344 square feet and the building has a ground floor area of 2,630 square feet. The structure will cover 14.3% of the lot which is within the 40% lot coverage allowed in the R-P Residence Professional zone. The total floor area for the one-story building is 2,630 square feet (exclusive of basement area). The building is designed so that a second and a third floor may be added in the future. This expansion would create 2,720 square feet of additional office space on each floor and result in a total floor area of 8,070 gross square feet. Three stories or 45 feet is the maximum height permitted in the R-P zone so the proposal, including the potential expansion, complies with the ordinance. The setbacks for the building and the relevant zoning requirements are as follows:

	proposed	required
1. front setback on Forest St.	3'	0'
2. rear setback	50'	20'
3. side yard north	16'	15' (on side street)
4. side yard south	89'	18' (for 3-stories)

The proposed setbacks comply with the zoning ordinance for a three-story structure.

The frontage of the site along Forest Street is 180 feet and the frontage along Park Avenue is 100 feet. The lot is 90 feet wide at its narrowest point. The site meets the specifications for minimum frontage (50 feet) and minimum width of lot (60 feet).

B. Paved Areas - A one-way vehicle circulation pattern is planned for the site. Vehicles will enter the site from Park Avenue and exit on to Forest Street which is a one-way street north toward Park Avenue. The driveway entrance is 20 feet wide and the driveway width within the lot is 12 to 14 feet. A ten foot drive-through lane is located along the west side of the building and this lane expands into two lanes (each eight feet wide) for the drive-in windows on the south side of the structure. The brick sidewalk along Forest Street and the concrete sidewalk along Park Avenue will be retained. The curb cuts will be formed with concrete and granite curbs.

Twenty parking spaces (dimensions 9' x 19') are provided in the lot which will be paved with asphalt concrete. One space will be reserved for the handicapped and the reserved space is situated near a ramp for the sidewalk that leads to the building. The number and size of the parking spaces meets the requirements of the zoning ordinance for a three-story building. As a one-story structure, only seven parking spaces would be required. A concrete curb will be placed along the perimeter of the parking area.

A seven foot buffer is planned for the west and south sides of the parking lot. A twenty foot buffer is provided between the parking lot and Forest Street. A five foot wood board fence will be erected along the west and south sides of the site as required by the zoning ordinance. The height of the fence will be three feet along the property line of 274 Park Avenue. This is planned so that the fence does not block the first floor windows of the adjacent apartment building which is only five feet from the property line.

C. Building Design - The office building for the Medical Services Federal Credit Union will be a one-story structure with an exterior of light red brick. The building's height is 12 feet and 4 inches and it has a flat roof. Brick soldier coursing will be used along the structure's base and roofline and as a belt approximately seven feet above grade. The front door for the credit union will face Forest Street. The door is recessed with the roof creating a canopy for the entrance. Brick will be used as the surface material for the floor of the entrance area. Four narrow windows are north of the main door and a large recessed window is to the south. The north side of the building facing Park Avenue has a series of five windows. The proposed future second and third stories have more windows and a bay that projects over the building's main entrance.

A canopy extends from the south side of the building and covers the drive-in windows. A brick wall separating the two vehicle lanes will support the canopy. A waste storage area is located in the esplanade near the exit and it will be enclosed in brick with a roof. A triangular pylon sign is proposed along Park Avenue. It has a brick base that is ten feet high and five feet wide. Each face of the double sided sign is 25 square feet.

D. Utilities, Sewers, Storm Drains, and Water - A one inch water service line is proposed for the building which will connect with a six inch water line in Forest Street. An eighteen inch combined sewer line is in Park Avenue. A four inch sanitary sewer line is proposed for the structure and the service line will connect with combined system in Park Avenue. Public Works has determined that the utilities are adequate for the site.

Electricity will be provided with underground service lines; however, the location of the lines has not been determined by CMP so they are not shown on the site plan. A catch basin is located in the northwest corner of the parking lot and an eight inch storm water pipe will connect with the combined sewer line in Park Avenue. Runoff from the roof and foundation drains is channeled into a six inch pipe which connects with the eight inch stormwater pipe at the catch basin. A flow restrictor is proposed for the storm water pipe at the catch basin. A memo from Public Works is attached.

3. Landscaping

Anne Grimes, the City Arborist, has reviewed the landscaping plan and her comments are attached. The proposed landscape plan includes the following trees; three autumn purple ashes; one european linden; two rubylace honeylocusts, and one scotch pine. The other plant materials proposed are as follows: six mugho pines; spartan and endorr junipers; mountain andromeda; firethorn; english ivy; flowering plum and rockspray contoneaster.

4. Soil and Drainage

As noted on the plan, all ground areas not paved will be covered with two inches of bark mulch. For drainage see section 2.

5. Exterior Lighting

Two light poles are proposed for the parking area. One pole is located on the east side of the entrance off of Park Avenue. The second light pole has two fixtures and is located near the center of the lot. These lights are 100 watt mercury vapor lamps with an illumination level of approximately one foot candle. Recessed incandescent lamps (100 watt bulbs) are located above the two doorways into the building. Four flush flourescent tubes will be located under the drive-up canopy and these fixtures are 160 watts each. The lighting is adequate for the site.

6. Fire

Lieutenant Collins of the Fire Department has reviewed and approved the site plan.

7. City Projects

The proposal does not interfere with any known City projects.

VI. ISSUES

1. An issue the Planning Board may want to consider is the size and scale of the proposed sign. The zoning ordinance does not have any signage requirements for the R-P Residence-Professional zone. The R-P zone is considered to be between the residence zones and the B-1 Business zone. A sign in residence zones may be detached or attached with a maximum area of 15 square feet and it may be illuminated by a shielded nonflashing light. The B-1 zone only permits attached signs with three square feet in area for every foot of building frontage with a maximum of 200 square feet. Under B-1 specifications the applicant could have a sign over 100 square feet in area. The proposed sign has a triangular base which is ten feet high and 5 feet wide on each side. The double faced illuminated sign has 25 square feet on each side and sits upon the base. Its total height is 15 feet which is above the building's height of 12 feet and 4 inches. In order to maintain

the residential character of the neighborhood, staff believes that the sign should be reduced in size and scale. Staff suggested the following options to the applicant:

1. The sign could be on a slender pole and have a single face with a maximum area of 15 square feet (complies with residential zone). The maximum height to the top of the sign should be six feet; or
2. The sign could be triangular with two faces, each face having 15 square feet. The maximum height of the sign (top) should be four feet.

The applicant is considering these guidelines and will be submitting their design at the Planning Board meeting. It is their opinion that a larger sign is needed.

2. After CMP decides where the electrical lines will be placed, a revised site plan should be submitted showing the location of the underground electrical lines.

OUR SERVICES

Share (Savings) Accounts • Loans for Any Worthwhile Purpose
Payroll Deduction • Share Drafts (Checking) Accounts
IRA's • Christmas Clubs • All Purpose Clubs
Various Insurance Programs • Notary Public Service
Financial Counseling • Travelers Cheques
InstaCard

**MEDICAL SERVICES
FEDERAL CREDIT UNION**

233 Western Promenade (rear)
Post Office Box 673
Portland, Maine 04104

TELEPHONE
(207) 871-2811

ROBERT P. LACOMBE
President

60

TO RESIDENTS AND PROPERTY OWNERS IN THE VICINITY OF 266-272 PARK AVENUE AND 34-46 FOREST STREET

The Portland Planning Board will hold a public hearing on Tuesday evening, December 13, 1983. The meeting begins at 7:30 P.M., in Room 209, City Hall, Portland, Maine.

The Board will consider a proposal by Medical Services Federal Credit Union for a brick office building in the vicinity of 266-272 Park Avenue and 34-46 Forest Street. The proposed two-story building for the Credit Union will be 5,350 square feet with the possible addition of a third floor in the future. A parking lot with twenty spaces is proposed along with two drive-in windows. Access to the site will be from Park Avenue and cars will exit onto Forest Street. The site is in the R-P Residence Professional zone which was granted for the site by the City Council on November 7, 1983.

Should you wish to review the plans in advance, they are available in the Portland Planning Department, Room 211 of City Hall. If you are unable to attend the public meeting of the Planning Board, please send your comments in writing to Joseph E. Gray, Director of Planning and Urban Development, City Hall, 389 Congress Street, Portland, Maine 04101.

Sincerely,



Alexander Jaegerman
Chief Planner

cc: Jean Gilpatrick, Chairman, Planning Board
Joseph E. Gray, Jr., Director Planning & Urban Development

Revised to 3-1-80

"d. No building or structure shall be erected, altered, enlarged, rebuilt, or used and no premises shall be used within the land area situated between the shoreland zone line and the normal high water mark of the waters of the: Stroudwater River, Presumpscot River, Fore River, Portland Harbor, Back Cove, and the bays, coves, sounds, inlets, and open waters of Casco Bay, as shown on the City of Portland Zoning Map and on all land areas of all islands not having a shoreland zone line on the City of Portland Zoning Map, which does not comply with the requirements of Section 602.19A of this Ordinance."

Section 602.7A

R-P RESIDENCE-
PROFESSIONAL ZONE
602.7A

This zone is intended to provide for and encourage the development of professional office centers and to recognize

the unique development potential resources which exist in the City of Portland. These resources are found to have both local and regional significance due to the City's geographic location, relationship to regional markets, regional labor pool and regional access and circulation routes. These office areas and their continued development in a quality manner are found to be a resource essential to the community's economic health and preservation of its growth potential. Furthermore, this zone is intended to produce development and environment of stable and desirable character to be in harmony with existing or potential residential development of the surrounding neighborhoods.

A. No buildings shall be erected, altered, enlarged, rebuilt, or used, and no premises shall be used, except for the following uses.

- Any use permitted in the R-5 Residential Zone
- Accounting, auditing, and bookkeeping.
- Advertising services
- Architectural and engineering services excluding testing laboratories
- Business and management consulting services
- Chiropractor
- Data processing and services
- Dental and Dental Laboratory services
- Educational Institutions (business or professional)
- Financial Institutions (bank and loan companies)
- Insurance company, agents, brokers, and services
- Legal services
- Medical, surgical and osteopathic services including diagnostic, biochemical laboratory
- Ophthalmological services
- Pharmaceutical sales and services retail only
- Photography studios
- Real estate agent, brokers and management services
- Retail jewelry repair, retail sales related thereto, and sale of repaired jewelry.
- Social and Welfare services, consultation only
- Stenographic services including duplicating
- Other professional activities rendering services only and in compliance with the intent of this Ordinance.

Effective
2/2/73

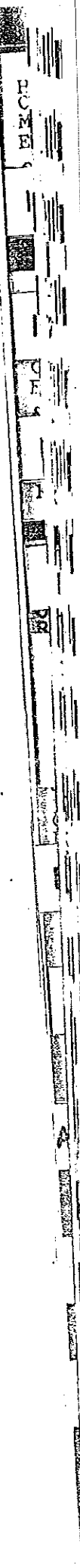
B. No building or structure shall be erected, altered, enlarged, rebuilt, or used which does not comply with the following requirements:

1. Principal buildings or structures - 20 feet
Accessory buildings or structures - 3 feet
2. When rear yard abuts a residential zone or use, Non-Residential usage requires a solid fencing not less than 5 feet in height and a 7 foot deep planting strip planted with trees and shrubs, as appearing on the approved list in the Building Inspector's Office, along the rear yard line. Fencing and shrubs shall not exceed 4 feet in height within 20 feet from edge of street right-of-way.
3. Principal buildings or structures - except where there is a party wall there shall be a side yard on each side of each detached building or group of attached buildings having a width as determined in the following table, provided that the width of one side may be reduced one foot for every foot that the other is correspondingly increased but no such yard shall be less than ten feet in

and bulk
7A B.

imum rear yards
7A B. 1.
7A B. 2.

imum side yards
7A B. 3.



increased one foot for every ten feet or fraction thereof that the depth of the building exceeds fifty feet. On no lot held under separate and distinct ownership from adjacent lots and of record on June 5, 1957, shall the buildable width be reduced by this requirement to less than twenty-four feet nor either side yard to less than five feet.

<u>Height of Building</u>	<u>Required Side Yard</u>
1 story	10 feet
2 stories	12 feet
3 stories	18 feet

Accessory buildings or structures - 5 feet except that they may be 3 feet if more than 50 feet from street line, minimum distance from principal building: 5 feet.

When side yard abuts a residential zone or use, Non-Residential usage requires solid fencing not less than 5 feet in height and a 7 foot deep planting strip planted with trees and shrubs, as appearing on the approved list in the Building Inspector's Office, along the side yard line. Fencing and shrubs shall not exceed 4 feet in height within 20 feet from edge of street right-of-way.

4. Principal buildings or structures - 15 feet
Accessory buildings or structures - 15 feet
5. Principal buildings or structures - 20 feet except that no front yard need be deeper than the average of the depths of front yards on the lots next thereto on either side of a vacant lot or a lot occupied by a building with a front yard more than ten feet deep being considered as having a front yard ten feet deep and provided further that on a lot of record on June 5, 1957, and less than one hundred feet deep no front yard need be deeper than 20% of the depth of the lot.
6. Principal buildings or structures - 3 stories or 45 feet
Accessory buildings or structures - 1 story or 15 feet
7. Principal building or group of buildings - 40% of lot area
Accessory buildings or structures - 30% maximum coverage of rear yard
8. 6,000 square feet excepting hospitals which shall have at least 2 acres and public or private non-profit schools which shall have at least 1/2 acre.
9. 3,000 square feet

Minimum side yards

Minimum side yards on side street

602.7A B. 4.

Minimum front yards

602.7A B. 5.

Maximum height

602.7A B. 6.

Building Area

602.7A B. 7.

Minimum lot area

602.7A B. 8.

Minimum area per family

602.7A B. 9.

Minimum width of lot

602.7A B. 10.

Minimum lot frontage on street

602.7A B. 11.

Landscaping

602.7A B. 12.

Lighting

602.7A B. 13.

Storage

602.7A B. 14.

Curbs and Sidewalks

602.7A B. 15.

Off-street parking

602.7A B. 16.

10. 60 feet, except as provided in Paragraph B-2 above.

11. 50 feet

12. A minimum of 10% of the lot area shall be landscaped with lawn, trees, shrubs or other plant material and shall be permanently maintained in a neat and orderly manner. 3% of the parking area must be landscaped and such landscaping shall be considered as part of the required 10%.

13. Lighting shall be accomplished in such a manner that there shall be no illumination or glare onto adjacent properties or streets which may be considered either objectionable by adjacent residents or hazardous to motorists. Alternating lights are strictly prohibited.

14. Open storage of Non-Residential materials and equipment shall be prohibited within this zone.

15. Commercial development requires installation of curbs and sidewalks as per Chapter 705 in Portland's Municipal Code, on all abutting rights of way and in accordance with specifications prescribed by the Department of Public Works.

16. Parking areas are prohibited in the front yard setback within 10 feet of the public right-of-way. Off-street parking shall be provided as required under Section 602.14 of this Ordinance.

"17. No building or structure shall be erected, a rebuilt, or used, and no premises shall be used within the land a between the shoreland zone line and the normal high water mark o the Stroudwater River, Presumpscot River, Fore River, Portland H and the bays, coves, sounds, inlets, and open waters of Casco Be the City of Portland Zoning Map and on all land areas of all isl a shoreland zone line on the City of Portland Zoning Map, which with the requirements of Section 602.19A of this Ordinance."

Section 602.8

B-1 BUSINESS ZONE

Use
602.8 A.

A. No building shall be erected, altered, enlarged, or used, and no premises shall be used, except for the following uses:

1. Any use permitted in the R-6 Residence Zone
2. Tourist Home
3. Business, professional, or governmental office
4. Non-profit private club
5. Lodge or fraternal organization
6. Nursery, day care center
7. Clinic, hospital
8. Any retail business

- (2) *Off-street parking*: Off-street parking shall not be required irrespective of the requirements of division 20 (off-street parking) of this article. (Ord. No. 29-85, § 1, 7-15-85)

DIVISION 8. R-P RESIDENCE-PROFESSIONAL ZONE*

Sec. 14-146. Purposes.

The purposes of the R-P residence-professional zone are:

- (1) To provide appropriate location for the development and operation of low-intensity business uses, including professional offices on or near major arterials, that are compatible in scale, density and use with surrounding and adjacent residential neighborhoods; or
- (2) To serve as a transition or buffer zone between residential and more intensive nonresidential zones. (Ord. No. 291-88, 4-4-88)

Sec. 14-147. Permitted uses.

The following uses are permitted in the R-P district:

- (1) *Residential*: Any residential use is permitted in the residential zone abutting the lot. If there is no abutting residential zone, the nearest residential zone to the lot. In the case of two (2) or more abutting residential zones, the most restrictive such zone.
- (2) *Business*:
 - a. Professional offices, as defined in section 14-47, but excluding personal services, retail establishments and veterinarians.
 - b. Business services, as defined in section 14-47, except copy services.

*Editor's note—Ord. No. 291-88, adopted Apr. 4, 1988, with an effective date of July 1, 1988, repealed §§ 14-146—14-151 of Div. 8, R-P Residence-Professional Zone, of this article and enacted similar new provisions in lieu thereof as set out in §§ 14-146—14-151. Formerly, such sections derived from §§ 602.7A, 602.7A.A and 602.7A.B of the city's 1968 Code and from Ord. No. 49-73, adopted Jan. 3, 1973; Ord. No. 499-74, § 3, adopted Aug. 19, 1974; and Ord. No. 312-85, §§ 1—3, adopted Dec. 2, 1985.

changed R-P zone

244

11/7/83

City of Portland, Maine
IN THE CITY COUNCIL

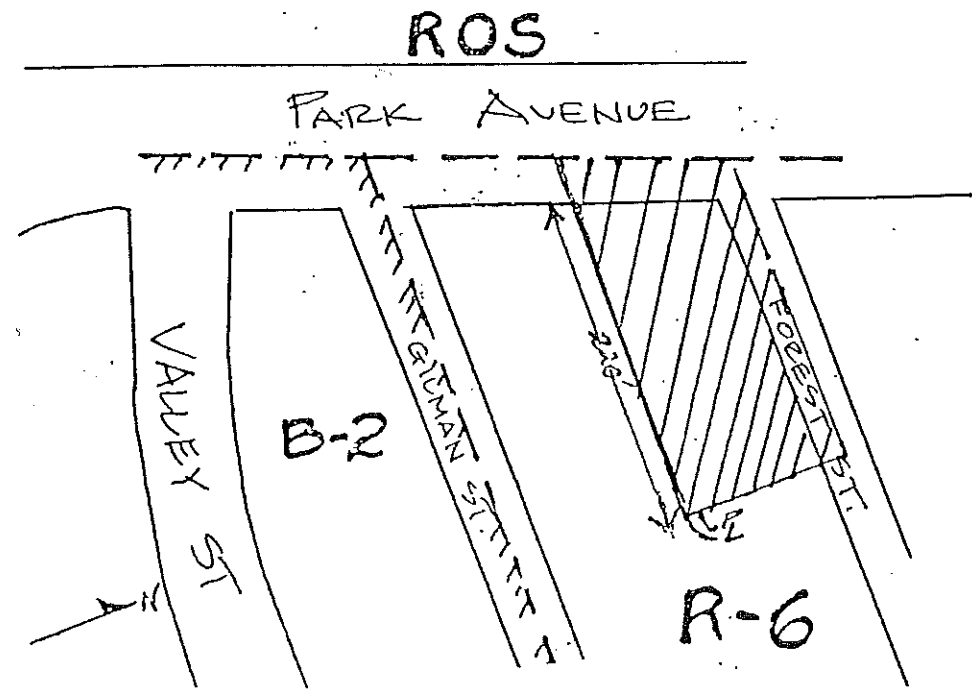
AMENDMENT TO PORTLAND CITY CODE SECTION 14-49 (ZONING MAP) RE:
R-P RESIDENCE-PROFESSIONAL ZONES

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORTLAND, MAINE,
IN THE CITY COUNCIL ASSEMBLED, AS FOLLOWS:


Ordered,

THAT, the Zoning Map of the City of Portland (1958), as amended and on file in the office of the City Clerk (incorporated into this Code by Section 14-49) be further amended as shown on the fragmentary map below entitled 'Change of Zone from R-6 Residence to R-P Residence-Professional, in the vicinity of Forest Street and Park Avenue', which fragmentary map is hereby incorporated in and made a part of said Zoning Map.

Change of Zone
From R-6 Residence to R-P Residence-Professional
In the Vicinity of Forest Street and Park Avenue



November 7, 1983

 - Changed from R-6 Residence to R-P Residence-Professional

CITY OF PORTLAND, MAINE
MEMORANDUM

TO: Stephen T. Honey, City Manager

DATE: 10/18/83

FROM: Alexander Jaegerman, Chief Planner

SUBJECT: Request for Inclusion of Item on the City Council Agenda for
Monday evening, November 7, 1983.

Amendment to the Portland City Code Chapter 14, Article III (Zoning Ordinance) Re: Change of Zone from R-6 Residence to R-P Residence-Professional in the Vicinity of Forest Street and Park Avenue.

Statement of Facts

A change of zone from R-6 Residence to B-2 Business was requested by Mr. Ronald P. Lebel, Attorney for Medical Services Federal Credit Union in the vicinity of Forest Street and Park Avenue. If this zone change were adopted, the applicant would construct a three story office building on this corner with offstreet parking for more than twenty cars.

Following the public hearing on Tuesday, September 27, 1983, the Planning Board voted unanimously to recommend approval to the City Council of a proposed zoning amendment to include only the parcel to be purchased by the applicant for a change from R-6 Residence to R-P Residence-Professional. Suitable buffers and screening will be included in the site plan review process to protect adjacent multi family residential uses.

cc: Jane Durgin, City Clerk
David Lourie, Corporation Counsel

CITY OF PORTLAND, MAINE

PLANNING BOARD

Jean E. Gilpatrick, Chairman
John L. Barker, Vice Chairman
Harry E. Cummings
Nunzio A. DiMillo
Jack Humeniuk
Robert D. Lee
Barbara A. Vestal

TO: Mayor William B. Troubh and Members of the City Council
FROM: Chairman Jean E. Gilpatrick and Members of the Planning Board

PLANNING BOARD REPORT

Recommending Approval of a Change of Zone
From R-6 Residence to R-P Residence-Professional
In the Vicinity of Forest Street and Park Avenue

INTRODUCTION

On October 11, 1983, the Portland Planning Board considered a request for rezoning from R-6 to B-2 an area in the vicinity of Park Avenue between Forest and Gilman Streets. The applicant, Medical Services Federal Credit Union, desires to construct a credit union facility on the vacant parcel at the corner of Park and Forest, not permitted at this location under the current R-6 zoning. The rezoning application would extend the B-2 line from Gilman Street to Forest Street, encompassing five parcels currently in multifamily apartment use in addition to the vacant parcel.

Several years ago, the first proposal considered by the Planning Board for the vacant land at Forest Street and Park Avenue was for a Dairy-Joy type operation. That use was considered incompatible with the adjacent R-6 Residence Zone. The land is owned by James Vasile, owner of the Sportsman's Grill on Congress Street in the West End Neighborhood.

The second proposal for this site was considered more recently by the Planning Board. It was for three 4-unit apartment buildings and was considered inappropriate due to the design and the proposed subdivision of the parcel into three small lots which made parking provisions difficult.

This current application involves a proposed 3-story building for offices of the Medical Services Federal Credit Union. The proposed use would result in the construction of an office building that would front on 34 to 46 Forest Street, a one-way street in a northerly direction. The proposed three story structure would have vehicles entering the parking lot from Park Avenue and exiting onto Forest Street after passing a drive-in window.

A revised preliminary site plan has been received. The site plan shows offstreet parking for 25 cars.

BACKGROUND INFORMATION:

Proposed Site: 34-46 Forest St. and 266-272 Park Ave.
Assessor's Reference: Chart 65-Block E - Lot 4
Owner: V&A Corporation
911 Congress St.
Portland, Maine 04102
Area: 18,527 sq.ft. Taxes: \$911.43
1983 Assessed Valuation: Land: \$37,050
The proposed structure would contain 8,160 sq.ft. of floor space on three floors.

EXISTING ZONING:

The existing B-2 Business Zone extends along the center-line of Gilman Street and includes the J. Weston Walch property, Dunkin' Donuts and other business uses along Congress and St. John Streets.

The zoning opposite the site on Park Avenue is R-OS Recreation and Open Space for the Exposition Building and the Stadium. The R-6 Residence Zone presently includes a major portion of the neighborhood which nearly surrounds this proposed office building site.

PROPOSED ZONING:

The Planning Board considered both the requested B-2 zone for this area as well as an alternative rezoning to R-P Residence Professional. Serious concerns were expressed with the B-2 proposal because of the potential for incompatible uses that could ultimately be established which encroach upon and degrade the stable residential neighborhood surrounding the subject parcel.

Since the proposed use itself would be compatible with the surrounding neighborhood, the Board chose to consider R-P zoning as a method of accommodating this use without jeopardizing the residential qualities of the neighborhood.

The proposed change of zone from R-6 to R-P would facilitate use of this vacant land for a Credit Union office building which could be attractively landscaped and a "good neighbor" for the existing multifamily residential structures which abut the site on two sides.

The proposed use is included among the permitted uses listed in the R-P zone (Section 14-147 of the Zoning Ordinance) as follows:

"(10) Financial Institutions (bank and loan companies)"

The purpose of the R-P zone is "to produce development in a quality manner... to be in harmony with existing or potential residential development of the surrounding neighborhoods." (Section 14-147).

Approximately 10 percent of the lot will be landscaped (which may include 3 percent of the parking area), including a seven foot landscaped buffer strip around the residential perimeter of the parcel.

Lighting shall be accomplished in such a manner that there shall be no illumination or glare onto adjacent properties or streets which may be considered either objectionable by adjacent residents or hazardous to motorists. Alternating lights are strictly prohibited.

Open storage of nonresidential materials and equipment shall be prohibited within the R-P zone.

PUBLIC NOTICE:

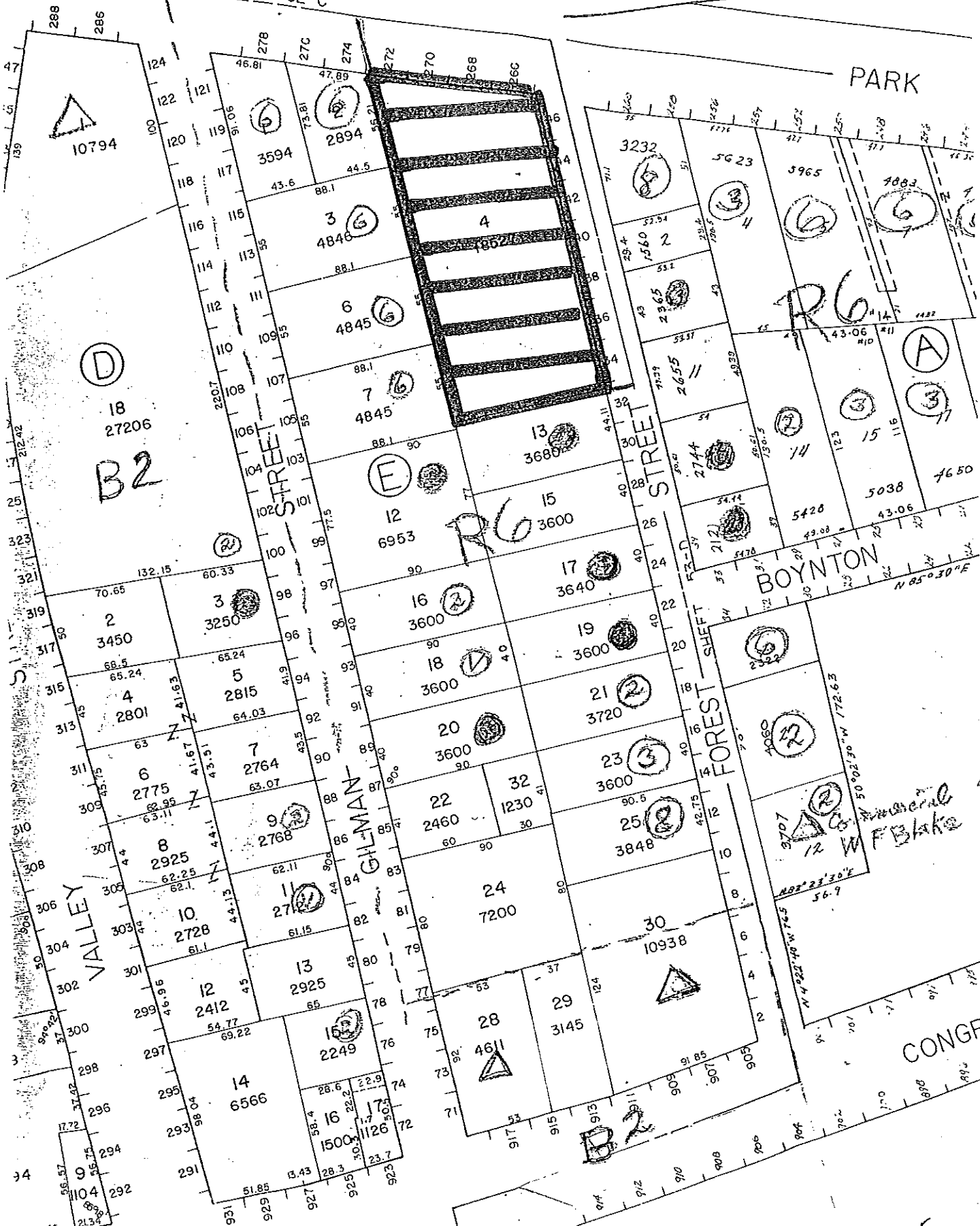
In addition to the advertisement which appeared in the newspapers on October 5, 1983, 53 letters were sent to residents and property owners in the immediate area. A copy of the Minutes of the Planning Board meeting is attached to this report.

PLANNING BOARD RECOMMENDATION:

It is the Board's view that the R-P zone alternative is in the long term interest of the surrounding community. A relatively limited variety of uses that are compatible with the adjacent residential neighborhood are permitted in the R-P zone. The Board believes it will be possible to accommodate the proposed development in the R-P zone with some modifications for required setbacks and buffers, which would be achieved in the site plan review process.

BASIS FOR THE BOARD'S RECOMMENDATION:

1. A location on heavily traveled Park Avenue would seem to offer a highly desirable site for the proposed Medical Services Federal Credit Union.
2. According to the 1982 Governmental Services (GSI) Report, the St. John-Congress Street commercial center is in transition from a community center to a regional service/and distribution center. The nearby area of Valley and Gilman Streets (south of Congress Street) is proposed for R-P zoning to encourage medical office facilities to locate in close proximity to Maine Medical Center. The subject area similarly lends itself to R-P zoning. (See excerpt from report, attached.)
3. The B-2 rezoning should be rejected because it involves several stable residential properties and could lead to deteriorious trends of transition away from residential use, leap frogging of business uses, and potential incompatibility of uses within the neighborhood.
4. The R-P zone accommodates the proposed use while ensuring compatibility with and the continued viability of the surrounding residential neighborhood.



(6) = Number of Units
Per Structure

ROCHELEAU, FOURNIER & LEBEL, P. A.

Attorneys at Law

WILLIAM ROCHELEAU, JR.
PAUL C. FOURNIER
RONALD P. LEBEL

65 EAST AVENUE
P. O. BOX 1853
LEWISTON, MAINE 04240
207-784-9329

October 3, 1983

Mr. Alex Jaegerman
Chief City Planner
City of Portland
Portland City Hall
Portland, Maine

Re: Petition for Rezoning
Medical Services FCU

Dear Mr. Jaegerman:

I enclose for filing pursuant to Section 604.5 of the Portland Ordinances three copies of a revised preliminary site plan. The revised plan is being furnished pursuant to my telephone conference with Warren Turner of your staff of September 27, 1983.

The revised site plan requires a correction in the information contained in paragraph 4 of the application for change of zone dated August 29, 1983. The lot area should be amended to read 18,527 square feet (locus) and the total floor area should read 2,720 square feet per floor (3 floors) proposed.

By virtue of Planning Board action on September 27, 1983, I understand that this application for change of zone is being noticed for public hearing on October 11, 1983 at 7:30 p.m. I will plan to appear on behalf of the applicant at that time. Please advise if there is any further information which the applicant should provide in connection with the October 11, 1983 hearing.

Very truly yours,

ROCHELEAU, FOURNIER & LEBEL, P.A.


Ronald P. Lebel

RPL/clt

Enc.

cc: Mr. Robert Lacombe
Mr. Tom Turkel

ROCHELEAU, FOURNIER & LEBEL, P. A.

Attorneys at Law

WILLIAM ROCHELEAU, JR.
PAUL C. FOURNIER
RONALD P. LEBEL

65 EAST AVENUE
P. O. BOX 1853
LEWISTON, MAINE 04240
207-784-9329

October 5, 1983

Mr. Warren Turner
Planning Department
Portland City Hall
Congress Street
Portland, Maine

Re: Medical Services FCU

Dear Mr. Turner:

In response to your telephone inquiry of this date, regarding evidence of financial capability of the applicant to complete the project, please be advised that all costs associated with the project will be paid for out of the present assets of the Medical Services Federal Credit Union. No outside financing is necessary or planned. The Credit Union has sufficient liquid assets to complete the project within the timetable which has been projected.

Very truly yours,

ROCHELEAU, FOURNIER & LEBEL, P.A.


Ronald P. Lebel

RPL/clt

cc: Mr. Robert Lacombe

ROCHELEAU, FOURNIER & LEBEL, P. A.

Attorneys at Law

65 EAST AVENUE
P. O. BOX 1853
LEWISTON, MAINE 04240
207-784-9329

WILLIAM ROCHELEAU, JR.
PAUL C. FOURNIER
RONALD P. LEBEL

September 9, 1983

Alex Jaegerman
Chief City Planner
City of Portland
Portland City Hall
Congress Street
Portland, Maine

Re: Petition for Rezoning
Medical Services Federal
Credit Union

Dear Mr. Jaegerman:

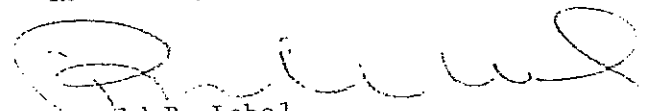
I enclose for filing pursuant to Section 604.5 of the ordinances of the City of Portland three copies of an application for change of zone, three copies of the preliminary site plan and three copies of the written statements required by Section 604.5 of the ordinance. I also enclose our check payable to the City in the amount of \$150.00 for the required filing fee.

My client would request your assistance and cooperation in having this request for rezoning noticed by the Planning Board for a public hearing at the earliest possible time. The Credit Union has this property under contract and is under a contractual obligation to close the sale within the near future. Accordingly, time is of the essence and we would appreciate whatever assistance you could provide in this regard.

I will follow this letter up with a telephone call to confirm that all required filings are enclosed and to discuss with you scheduling of Planning Board review.

Very truly yours,

ROCHELEAU, FOURNIER & LEBEL, P.A.


Ronald P. Lebel

RPL/clt

Enc.

cc: Mr. Robert Lacombe
Mr. Tom Turkel

APPLICATION FOR CHANGE OF ZONE

CITY OF PORTLAND, MAINE

DATE August 29, 1983

TO THE CITY PLANNING BOARD, CITY HALL, PORTLAND, MAINE 04101:

The undersigned hereby requests that you recommend to the City Council that the Zoning Ordinance of the City of Portland, Maine be amended by reclassifying

FROM R-6 ZONE

TO B-2 ZONE

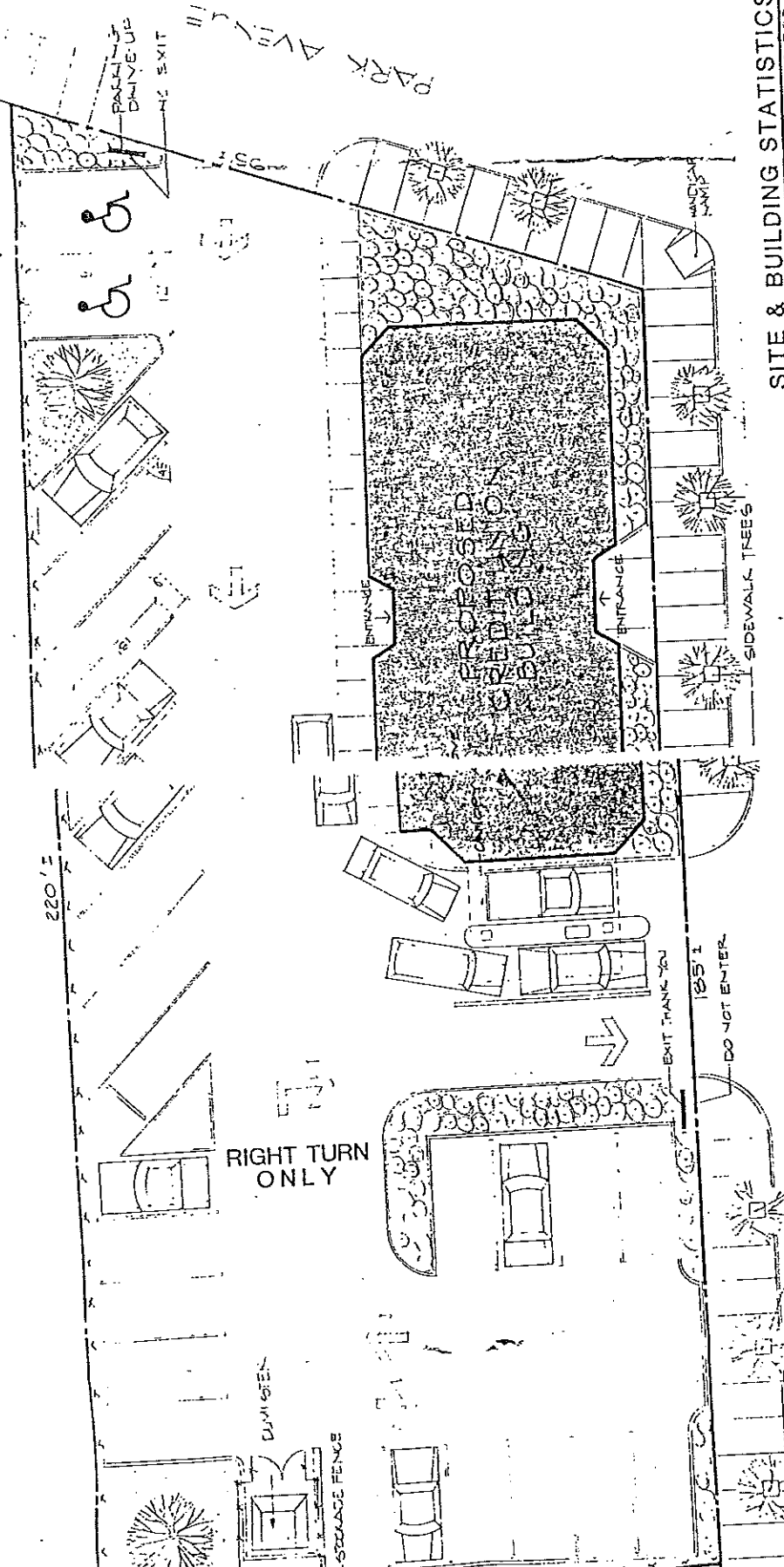
The property situated at the southwesterly corner of the intersection of Park Avenue
and Forest Street _____

Assessor's Reference (Chart, Block and Lot) for the property is as follows:

Chart 65 Block E Lot 4 (Locus)

Chart 65 Block E Lots 1, 2, 3, 6, 7 (other property affected)

1. What original deed restrictions, if any, concerning the type of improvements and class of uses permitted were placed on the property involved?
Give date restrictions expire none
2. Description of the existing use of property vacant (locus); multi-family
residential (other property affected).
3. Description of the proposed use of property Business and Administrative Offices
of Medical Services Federal Credit Union (locus).
4. Area of Lot(s): 9,775 sq. ft. (locus) 4b Total Floor Area: (proposed)
2,720 sq. ft. per
floor; 2 floors



SITE & BUILDING STATISTICS

- 1. TOTAL SITE AREA = 46,527 SF
 - 2. BUILDING FOOTPRINT = 2,725 SF
 - 3. SITE COVERAGE = 15.7%
 - 4. FLOOR AREA RATIO = 44.2%
 - 5. GROSS SQUARE FOOTAGE:
 - FIRST FLOOR = 2,725 SF
 - SECOND FLOOR = 2,725 SF
 - THIRD FLOOR = 2,725 SF
 - TOTAL = 8,175 SF
- MARKING: 25 GALS. 277.5 SF/LOT



PROPOSED SITE PLAN
P-10-00

→
FOREST STREET - ONE WAY

220' ±

185' ±

RIGHT TURN ONLY

EXIT THANK YOU
DO NOT ENTER

PAVING DRIVE-UP
DRIVE-UP EXIT

PARK AVENUE

DUMPSTER
STORAGE FENCE

SIDEWALK TREES

PROPOSED MEDICINE BUILDING

LEGAL ADVERTISEMENT

LEGAL ADVERTISEMENT

PORTLAND PLANNING BOARD

PUBLIC NOTICE

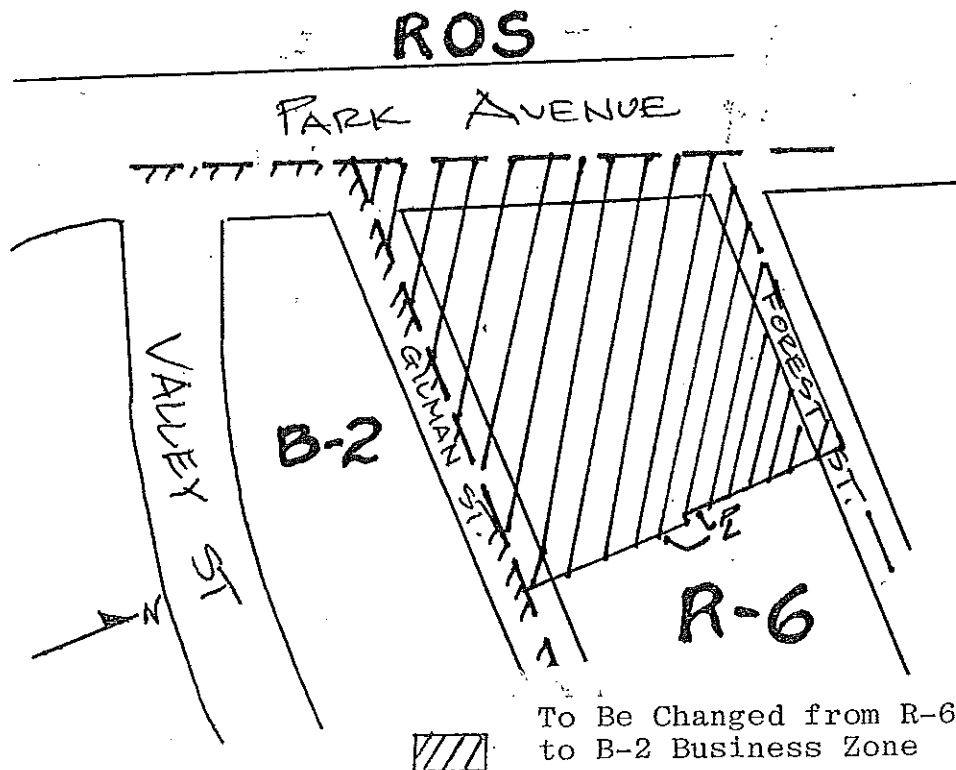
Notice is hereby given that the Portland Planning Board will hold a public hearing on Tuesday evening, October 11, 1983, at 7:30 P.M. in Room 209, City Hall, Portland, to hear those persons interested in a proposed change of zone from R-6 Residence to B-2 Business in the vicinity of Forest Street and Park Avenue, as shown on the fragmentary map below.

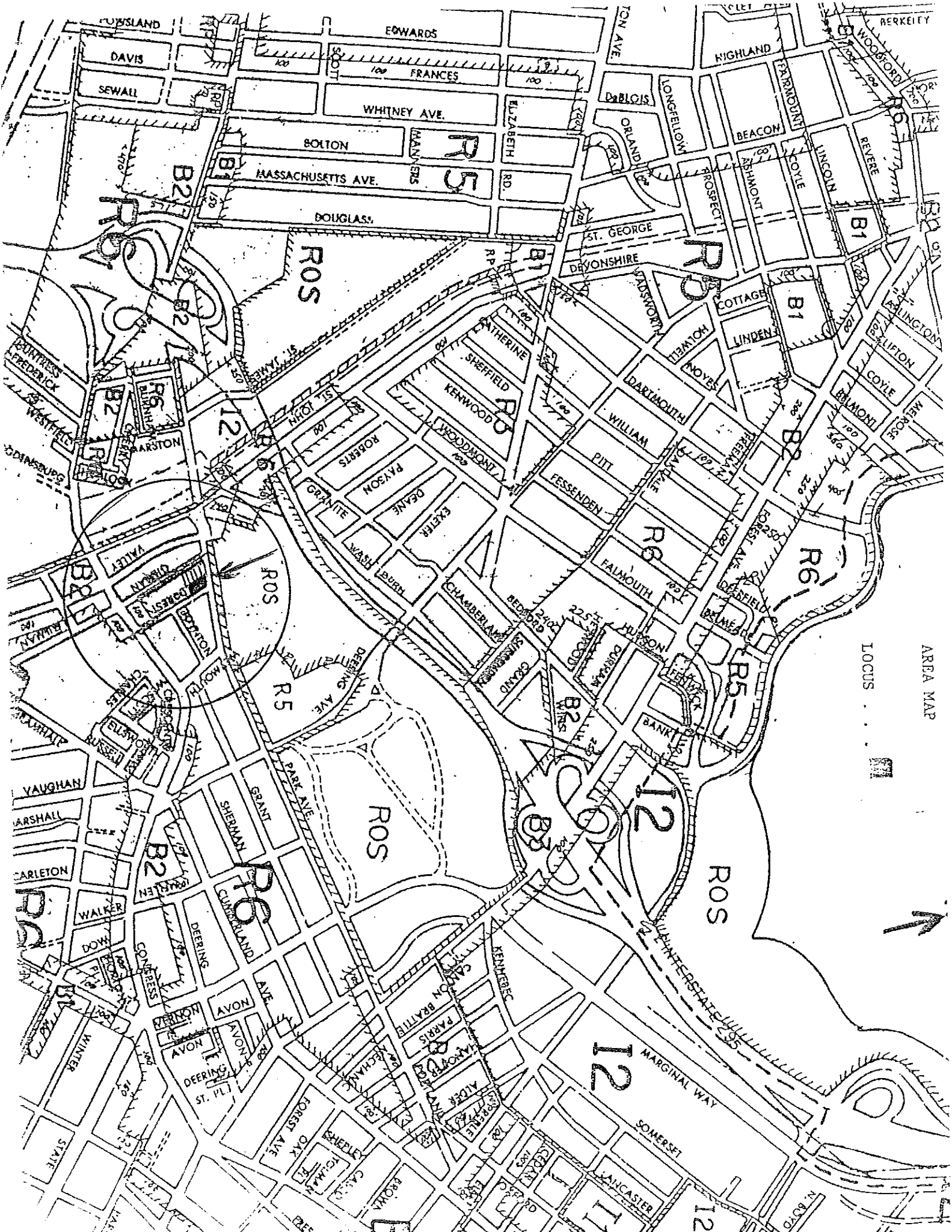
If this zone change is granted, the applicant, Medical Services Federal Credit Union, will be enabled to construct a two-story office building, with adequate offstreet parking to be provided.

October 4, 1983

Jean E. Gilpatrick, Chairman
Portland Planning Board

PROPOSED CHANGE OF ZONE
FROM R-6 RESIDENCE TO B-2 BUSINESS
IN THE VICINITY OF FOREST STREET AND PARK AVENUE





AREA MAP

LOCUS



Recommendations

The City's objective in this commercial center should be to fully establish it as a strong service, distribution, and specialized retail center. The following actions are recommended:

- (1). Rezone the St. John Street area B-4 (Business Corridor District) to give it the flexibility it needs as a service-distribution center.
- (2). Rezone Valley Street-Gilman Street and the area up to the Maine Medical Center parking garage to R-P.

This step is to encourage new medical office facilities to locate in this commercial center. It is proximate to the Maine Medical Center and the regional highway network, and by encouraging the location of new offices in this center, pressure can be taken off of other nearby neighborhoods (such as the West End), which have experienced the conversion of sound residences to office use.

- (3). Permit the conversion of the existing deteriorated residential area in the immediate area of this commercial center to office and other businesses use. Pursuant to this the City should consider removing this residential area out of its Neighborhood Strategy Area designation, which permits low-interest housing loans in the area.
- (4). Implement public improvements, including sidewalks, curbing, street repaving and landscaping, that would upgrade the appearance of the commercial center.
- (5). Large off-street parking areas should be better defined by curbing and well-marked driveways, and should be landscaped along the public ways.
- (6). The City should review sign policies in the area to:
 - (a) assure an alternative for off-premises signs once billboards are eliminated, and
 - (b) assure adequate directions to business areas, especially as motorists proceed east off I-295 toward St. John Street.
- (7). The priority for marketing of the vacant space in this commercial center should be in the service and distribution mode (especially retailers with regional markets, factory outlets, business offices, wholesalers, etc.).

October 4, 1983

Planning Board
City of Portland
City Hall
Portland, Maine

Re: Medical Services Federal
Credit Union

Ladies & Gentlemen:

I have been advised of the application of the Medical Services Federal Credit Union requesting a change in zone from residential six to business two in the area of Gilman and Forest Streets and Park Avenue in connection with the construction of a proposed new credit union building at the corner of Forest Street and Park Avenue.

As a property owner in the area under review, please be advised that I have no objection to the granting of this application.

Very truly yours,

Elizabeth Sheriff
ELIZABETH SHERIFF

October 4, 1983

Planning Board
City of Portland
City Hall
Portland, Maine

Re: Medical Services Federal
Credit Union

Ladies & Gentlemen:

I have been advised of the application of the Medical Services Federal Credit Union requesting a change in zone from residential six to business two in the area of Gilman and Forest Streets and Park Avenue in connection with the construction of a proposed new credit union building at the corner of Forest Street and Park Avenue.

As a property owner in the area under review, please be advised that I have no objection to the granting of this application.

Very truly yours,

JOHN M. PELOSI and
THOMAS S. PELOSI

John M. Pelosi
By *Thomas S. Pelosi*

PLANNING BOARD MINUTES
TUESDAY, OCTOBER 11, 1983, AT 7:30 P.M.
ROOM 209, CITY HALL, PORTLAND, MAINE

Members present; Jean Gilpatrick, John Barker, Harry Cummings, Nunzio DiMillo, Jack Humeniuk, Danny Lee, and Barbara Vestal. A quorum was declared.

1. Approval of Minutes

The Board voted unanimously for approval of the September 27, 1983 minutes.

2. Announcements of Decisions at the Previous Meeting

It was moved and seconded to have the announcements read by title only, voted unanimously. Chair did so.

3. Application for a change of zone from R-6 Residence to B-2 Business in the vicinity of 34-46 Forest Street and 266-272 Park Avenue - Medical Services Federal Credit Union, Applicant

Mr. Jaegerman, Chief Planner, summarized the staff report and gave a presentation.

Mr. Lebel, Attorney for the applicant, noted that he had received two letters in support of the proposal from - Elizabeth Sheriff and John & Thomas Pelosi.

Mrs. Spector, 109 Gilman St., expressed concern with other uses allowed in the B-2 zone.

William Hughes, 105 Gilman St., questioned the drainage plan. Miss Gilpatrick explained that drainage concerns are taken up during site plan review. Mr. Hughes said if his drainage concerns were met he would have no objection to the proposal.

The Board felt that a R-P Residence-Professional zone would blend better in this area and would also accommodate the applicant. They were concerned that a B-2 zone would open up to many possibilities.

The Board felt that the credit union would be an asset to the neighborhood. Miss Gilpatrick asked if the ordinance allows for a credit union in the R-P.

Mr. Jaegerman explained that the Code Enforcement Officer has interpreted that the use of a credit union in an R-P zone is allowable.

Mr. Lebel said he was satisfied that the project could succeed in the R-P zone.

Mrs. Spencer and Mr. Hughes indicated that as long as their property is not affected they would have no objections.

Mr. Barker moved for denial of the zone change from R-6 to B-2 in the vicinity of Park Ave. and Forest St., Mr. Humeniuk seconded, voted unanimous, with recommendation to the City Council.

Mr. Humeniuk moved for approval for a change of zone from R-6 to R-P in the vicinity of 34-46 Forest Street and 266-272 Park Avenue with the property line designated as the applicant's parcel only, with recommendation to the City Council, seconded by Mr. Lee, voted unanimous.

Miss Gilpatrick commented that the Board made this recommendation to rezone this property to R-P in recognition of the fact that they are in favor of the type of use suggested. She said the B-2 was not in the best interest of this area but the R-P will meet the applicants concerns. Mr. Barker said he voted for the R-P as a land use decision that is most compatible with the area.

4. Northern New England Conference of Seventh Day Adventist Site Plan Review for a Community Service Building

Mr. Jaegerman, Chief Planner, summarized the staff report. Mr. Knowland, Senior Planner, gave the presentation.

Mr. DePalma, representing the church, told the Board that the church was not aware of the cost of curbs and sidewalks and trees. He said the expense exceeds the amount of money available for the project. He said the church board voted to ask the Planning Board to wait on curbs, sidewalks and trees until money is made available for this extra expense.

The Board felt that curbs, sidewalks and trees are a very important factor in developments. They concurred that some type of phasing in these items would be favorable or a tabling motion until funds are provided for the curbs, sidewalks and landscaping.

Mr. DePalma said he would have no problems with extending the approval an extra 6 months. He said this would give the church enough time to get contributions for the curbs, sidewalks and trees. He felt an extra 6 months would be adequate enough time because they would not start construction until spring anyway.

Mr. Cummings moved for approval of the site plan with the addendum that the 6 month extension of site plan approval be allowed and that extension of the approval period be signed by both parties, city and applicant, Mr. Cummings amended his motion to include Anne Grimes recommendations for landscaping, seconded by Mr. Humeniuk voted unanimous. On the main motion seconded by Mr. Humeniuk voted unanimous.

5. Public Works Operations Center Site Plan

Mr. Jaegerman, Chief Planner, summarized the staff report. Ms. Barhydt, Planner, gave the presentation.

Mr. Lee moved for approval with the conditions as follows:

1. screening in the parking lot especially in the area that abuts the restaurant
2. lighting in the alleyway and in the front of the building - lights off a telephone pole vs lights on the building
3. fence along the alleyway

seconded by Mr. Humeniuk, voted unanimously.

6. The Board adjourned and reconvened into a workshop session for discussion on:

-Rheumatology Assoc. Site Plan - Sewall Street

It was the consensus of the Board that they had no major concerns with the proposal.


Attest, Secretary

CITY OF PORTLAND, MAINE
PLANNING BOARD

Jean E. Gilpatrick, Chairman
John L. Barker, Vice Chairman
Harry E. Cummings
Nunzio A. DiMillo
Jack Humeniuk
Robert D. Lee
Barbara A. Vestal

October 13, 1983

Mr. Ronald P. Lebel
Rocheleau, Fournier and Lebel, P.A.
65 East Avenue
P.O. Box 1853
Lewiston, ME 04240

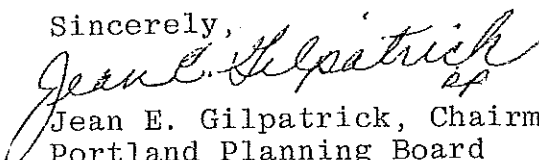
Dear Mr. Lebel:

At the Planning Board meeting of October 11, 1983, the Board voted unanimously to recommend denial of your requested zone change from R-6 to B-2 in the vicinity of Park Avenue and Forest Street. The Board subsequently voted unanimously to recommend to the City Council an alternative rezoning from R-6 to R-P Residence-Professional for only the parcel under option by your client, Medical Services Federal Credit Union. (Chart 65, Block E, Lot 4).

It is the Board's view that the R-P rezoning alternative is in the best long term interest of the surrounding community. A relatively limited variety of commercial uses that are compatible in a residential neighborhood are permitted in the R-P zone. According to the information presented at the public hearing it will be possible for the proposed development to be developed in the R-P zone with some modification for required setbacks and buffers.

This matter will appear on the next available City Council agenda, probably on November 7, for a first reading with action at the subsequent meeting. Please work closely with the Planning Division staff in preparing the final site plan for Planning Board review.

Sincerely,


Jean E. Gilpatrick, Chairman
Portland Planning Board

cc: Joseph E. Gray, Jr., Director Planning & Urban Development
Alexander Jaegerman, Chief Planner
Paul A. Rollins, Exec. Assistant for City Council & Administrative
Affairs
Warren Turner, Zoning Specialist

ROCHELEAU, FOURNIER & LEBEL, P. A.

Attorneys at Law

WILLIAM ROCHELEAU, JR.
PAUL C. FOURNIER
RONALD P. LEBEL

65 EAST AVENUE
P. O. BOX 1853
LEWISTON, MAINE 04240
207-784-9329

October 19, 1983

Mr. Paul Rollins
Office of the City Manager
City Hall - Congress Street
Portland, Maine

Re: Application for Rezoning of
the Medical Services FCU

Dear Mr. Rollins:

This office represents the Medical Services Federal Credit Union which has made application to the City Planning Board for a rezoning of property located at the intersection of Park Avenue and Forest Street.

My client had originally proposed to the Planning Board a rezoning of the subject property and five other adjoining parcels from Residential-6 to Business-2. At its meeting of October 11, 1983, the Board voted to not recommend the requested change of zone to the City Council but to recommend a rezoning of the subject parcel only from Residential-6 to Residence/Professional. I understand your office will be receiving, if it has not already done so, a report from the Planning Board relating to that action. I further understand that this matter will be placed on the Council's agenda for the Council Meeting of November 7, 1983. I would appreciate your confirming that this is the case.

My client wishes that the Council be advised that it is in accord with the positive recommendation made by the Planning Board and will be appearing before the Council asking that the Council accept the recommendation of the Planning Board that the subject parcel only be rezoned to Residence/Professional and that the Council amend the City Ordinance accordingly.

Therefore, my client and I will appear before the Council on November 7, 1983 in support of favorable Council action on the Planning Board recommendation. In the event the Council sees fit to act on this application and recommendation favorably, my client is hopeful that construction with respect to the project could be commenced during this construction season rather than in the Spring of 1984. For that reason, my client would respectfully request that the Council waive and dispense with second reading of this ordinance change so that action by the Council on November 7, 1983 would be final action subject only to the thirty-day waiting period following enactment. The waiver of second reading may eliminate a potential six months' delay in project completion. Therefore, we would appreciate

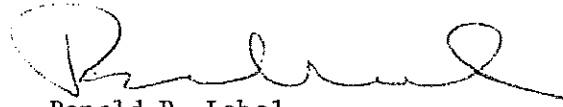
Mr. Paul Rollins
October 19, 1983
Page 2

Re: Medical Services FCU

your office advising the Council of our request that second reading be waived and the reason therefor. I very much appreciate your cooperation and assistance in this regard and look forward to hearing from you.

Very truly yours,

ROCHELEAU, FOURNIER & LEBEL, P.A.



Ronald P. Lebel

RPL/clt

cc: Robert Lacombe



CITY OF PORTLAND

PAUL A. ROLLINS
EXECUTIVE ASSISTANT
FOR ADMINISTRATION AND COUNCIL AFFAIRS

October 25, 1983

Roland P. Lebel
Rocheleau, Fournier and Label, PA
65 East Avenue, P.O. Box 1852
Lewiston Maine 04240.

Dear Mr. Label,

I wish to acknowledge receipt of your letter of October 19, 1983 in which you are requesting that the Portland City Council waive a second reading on a separate date for Medical Services Federal Credit Union zone change request in the vicinity of Forest Street and Park Avenue. Please be advised by this letter that in my City Council Agenda preparation I will include a copy of your letter to me and my response to you as well as noting for the City Council on their actual agenda that they have the option to waive a separate reading on a second date if they so wish. I will advise you that it would take seven votes of the nine to have this happen.

In addition I might suggest that you contact my office on Friday, November 4, 1983 in order to determine whether or not your item was placed on an afternoon or evening City Council Agenda.

If I can be of further assistance to you prior to that time please contact me.

Sincerely,

Paul A. Rollins, Executive
Assistant for Administration and
Council Affairs

cc: Stephen T. Honey, City Manager
Alex Jaegerman, Chief Planner