



Stantec Consulting Services Inc.
482 Payne Road Scarborough Court, Scarborough ME 04074-8929

December 18, 2018

Ms. Barbara Barhydt
Development Review Coordinator
City of Portland – Planning Authority
389 Congress Street
Portland, ME 04101

**Subject: Application for Level III Site Plan Application
1006 Congress Street
Tax Map 076/Block A/22**

Dear Shukria:

On behalf of **1006 Congress Street LLC** (Applicant), our office is pleased to provide the materials for a Level III Site Plan Application. This package is intended to meet the City's Level III Site Plan Submission requirements as outlined in the Level III Site Plan Checklist and Section 14-526 of the Code of Ordinances. The subject property was included in the recent zoning district changes of properties at 1000, 1002/1004, 1006, and 1020 Congress Street. These zone changes were approved by the City Council based on the recommendation of the Portland Planning Board. This approval changed the zone for the property from Industrial Low Impact II to Community Business B-2 zone. The zone change allows for a wide range of commercial uses not allowed in the IL zone, such as retail restaurants, grocery stores and shops and services.

PROJECT DESCRIPTION

Existing Conditions

The subject parcel is a 0.45 acre lot at 1006 Congress Street. The site is identified as Lot 22 on Tax Map 76, Block A and is in the B-2 Community Business Zone. There is an existing 19,799 SF two-story, unoccupied building on the site. Utilities serving the site include water, sewer, and power services from Congress Street and Westfield Street. The site has two accesses: one from Congress Street and one from Westfield Street. There is approximately 5,201 SF of existing gravel driveway and parking areas and 1,306 SF of paved driveway on the site.

Proposed Project

1006 Congress Street LLC proposes to renovate the interior of the existing building to include nine (9) residential units and a 1,385 SF café. Please see the enclosed floor plans and building elevations for more information. Multi-family residential and restaurant are allowed uses in the B-2 zone.



Ms. Barbara Barhydt
December 18, 2018
Page 2

Utilities

The site is currently served with overhead power from Westfield Street. Water and sewer services are from Westfield Street. We will work with the appropriate utility agencies to determine if service upgrades are required for the project.

Access Conditions

The development will also include new paved driveway accesses from Westfield and Congress Streets as well as 18 paved off-street parking spaces and ancillary site improvements including walkways, drainage, and landscaping. Please see the attached site plans for additional information.

CLOSURE

As outlined in the Level III Site Plan submission requirements and checklist, we will upload the following materials:

- General Application Documents
 - Level III Application Checklist
 - Right, Title and Interest
 - Zoning Assessment
 - Existing and/or Proposed Easements (Survey Plan)
 - Waiver Request and Waiver Table
 - Financial Capacity
 - Technical Capability
- Transportation
 - Transportation Narrative
- Environmental and Landscape Features
 - Narrative to Address Standards
- Environmental and Stormwater
 - Narrative to Address Standards
- Public Infrastructure and Safety
 - Narrative to Address Standards
- Site Design
 - Narrative to Address Standards
- Construction Management Plan
- Site Plans



Ms. Barbara Barhydt
December 18, 2018
Page 3

On behalf of the 1006 Congress Street LLC, we look forward to your continued assistance on the project and we look forward to the next available workshop meeting with the Planning Board. Once we complete the Planning Board workshop, the applicant will be conducting a Neighborhood Meeting. We anticipate this meeting will be conducted prior to the Public Hearing.

If you have any questions regarding the materials being submitted, please contact this office.

Sincerely,

STANTEC CONSULTING SERVICES INC.

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Project Manager
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Attachments

c: Jenn Packard
Katherine Detmer, Archetype

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