



**ECO-ANALYSTS, INC.**  
***Environmental Consultants***

*P.O. Box 224 Bath, Maine 04530*  
*(207) 837 - 2199 · (207) 386-0451 (Fax) · timforrester@comcast.net*

May 25, 2016

Barbara Barhydt  
Development Review Services Manager  
Planning Division  
City of Portland  
389 Congress Street  
Portland, ME 04101

Re: Level II Site Plan Review for a Float Replacement for the Glickman Family Trust located at 25 Diamond Shore Road, Great Diamond Island, Portland, Maine.

Dear Ms. Barhydt,

ECO-ANALYSTS, INC. (EA) is pleased to submit a Level II Site Plan Application to the City of Portland for the replacement of an existing seasonal float for the Glickman Family Trust located in Casco Bay and within the Shoreland Zone in Portland, Maine. The intent of the new seasonal float is to provide sufficient docking area for the Applicant's new watercraft.

The application includes the following information:

- Completed Application Form
- Letter of Authorization
- Location and Tax Maps
- Written Description of Project
- Evidence of right, title, or interest
- Assessment of Project's compliance with Applicable Zoning requirements
- Construction Management Plan
- Summary of Significant Natural Features
- Site Plans based on Boundary Survey
- Photographs

EA met with the City of Portland on May 18, 2016 to discuss the submission requirements for the proposed float replacement. Given that the proposed project is small in nature, City staff verified that the project does not involve structures that would require review by the Portland Fire Department. In addition, the project does not involve wastewater, an increase in impervious area, solid waste, or HVAC equipment. For these reasons, these portions of the Site Plan application are not applicable and have not been included in the attached materials. In

addition, because of the nature of the project, the Applicant requests a waiver of Chapter 14, Section 14-527 that states the final site plans must be stamped by a professional engineer licensed to practice in the State of Maine. Given that there is no site work proposed and all work will take place by water, the City stated that the Applicant would not be responsible for a performance guarantee.

Applications are currently under review with the Army Corps of Engineers (ACOE), Submerged Lands Program of the Maine Bureau of Parks and Lands, and the Port of Portland Harbor Commission. Permit approvals will be forwarded to the City upon receipt.

Thank you in advance for your consideration of this Application. If you require any additional information or clarifications, please feel free to contact me at 207 – 837 - 2199 or by email at [timforrester@comcast.net](mailto:timforrester@comcast.net).

Sincerely,  
ECO-ANALYSTS, INC.

A handwritten signature in black ink that reads "Timothy A. Forrester". The signature is written in a cursive style with a large, stylized initial 'T'.

Timothy A. Forrester  
Biologist



Jeff Levine, AICP, Director  
Planning & Urban Development Department

**Electronic Signature and Fee Payment Confirmation**

Notice: Your electronic signature is considered a legal signature per state law.

By digitally signing the attached document(s), you are signifying your understanding this is a legal document and your electronic signature is considered a **legal signature** per Maine state law. You are also signifying your intent on paying your fees by the opportunities below.

I, the undersigned, intend and acknowledge that no Site Plan or Historic Preservation Applications can be reviewed until payment of appropriate application fees are **paid in full** to the Inspections Office, City of Portland Maine by method noted below:

- Within 24-48 hours, once my complete application and corresponding paperwork has been electronically delivered, I intend to **call the Inspections Office** at 207-874-8703 and speak to an administrative representative and provide a credit/debit card over the phone.
- Within 24-48 hours, once my application and corresponding paperwork has been electronically delivered, I intend to **call the Inspections Office** at 207-874-8703 and speak to an administrative representative and provide a credit/debit card over the phone.
- I intend to deliver a payment method through the U.S. Postal Service mail once my application paperwork has been electronically delivered.

Applicant Signature:

I have provided digital copies and sent them on:

May 25, 2016

Date:

May 25, 2016

Date:

NOTE: All electronic paperwork must be delivered to [buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov) or by physical means i.e. a thumb drive or CD to the Inspections Office, City Hall, 3<sup>rd</sup> Floor, Room 315.

**PROJECT NAME:** Glickman Family Trust Float Modification

**PROPOSED DEVELOPMENT ADDRESS:**

25 Diamond Shore Road, Great Diamond Island

**PROJECT DESCRIPTION:**

The Applicant has a existing dock that consists of a permanent pier with a seasonal ramp and float.

The Applicant proposes to replace the existing 15' x 20' float with a float that measures 24' by 40'.

**CHART/BLOCK/LOT:** 083C A003001

**PRELIMINARY PLAN** N/A (date)  
**FINAL PLAN** 4/26/2016 (date)

**CONTACT INFORMATION:**

<b>Applicant – must be owner, Lessee or Buyer</b> Name: Glickman Family Trust c/o Denny Jacobs Business Name, if applicable: Address: 111 Commercial Street, Suite 300 City/State : Portland, ME Zip Code: 04101	<b>Applicant Contact Information</b> E-mail: rbooth1@maine.rr.com Home #: (207) 956 - 6025 Work #: Cell #: Fax#:
<b>Owner – (if different from Applicant)</b> Name: Address: City/State : Zip Code:	<b>Owner Contact Information</b> E-mail: Home #: Work #: Cell #: Fax#:
<b>Agent/ Representative</b> Name: ECO-ANALYSTS, INC. c/o Tim Forrester Address: P.O. Box 224 City/State : Bath, ME Zip Code: 04530	<b>Agent/Representative Contact information</b> E-mail: timforrester@comcast.net Home #: Work #: (207) 386 -0450 Cell #: (207) 837 - 2199 Fax#: (207) 386 - 0451
<b>Billing Information</b> Name: Address: City/State : Zip Code:	<b>Billing Information</b> E-mail: Home #: Work #: Cell #: Fax#:



<b>Engineer</b> N/A Name: Address: City/State :                      Zip Code:	<b>Engineer Contact Information</b> E-mail: Home #: Work #: Cell #:                                      Fax#:
<b>Surveyor</b> Name: Owen Haskell Address: 16 Casco Street City/State :Portland, ME      Zip Code: 04101	<b>Surveyor Contact Information</b> E-mail: Home #: Work #: (207) 774 - 0424 Cell #:                                      Fax#:
<b>Architect</b> N/A Name: Address: City/State :                      Zip Code:	<b>Architect Contact Information</b> E-mail: Home #: Work #: Cell #:                                      Fax#:
<b>Attorney</b> N/A Name: Address: City/State :                      Zip Code:	<b>Attorney Contact Information</b> E-mail: Home #: Work #: Cell #:                                      Fax#:

**APPLICATION FEES:**

**Check all reviews that apply. (Payment may be made by Credit Card, Cash or Check payable to the City of Portland.)**

<b>Level II Development (check applicable reviews)</b> <input checked="" type="checkbox"/> Less than 10,000 sq. ft. (\$400) <input type="checkbox"/> After-the-fact Review (\$1,000 plus applicable application fee) <hr/> The City invoices separately for the following: <ul style="list-style-type: none"> <li>• Notices (\$.75 each)</li> <li>• Legal Ad (% of total Ad)</li> <li>• Planning Review (\$40.00 hour)</li> <li>• Legal Review (\$75.00 hour)</li> </ul> Third party review fees are assessed separately. Any outside reviews or analysis requested from the Applicant as part of the development review, are the responsibility of the Applicant and are separate from any application or invoice fees.	<b>Other Reviews (check applicable reviews)</b> <input type="checkbox"/> Traffic Movement (\$1,000) <input type="checkbox"/> Stormwater Quality (\$250) <input type="checkbox"/> Site Location (\$3,000, except for residential projects which shall be \$200/lot) # of Lots ___ x \$200/lot = _____ <input type="checkbox"/> Other _____ <input type="checkbox"/> Change of Use <input type="checkbox"/> Flood Plain <input checked="" type="checkbox"/> Shoreland <input type="checkbox"/> Design Review <input type="checkbox"/> Housing Replacement <input type="checkbox"/> Historic Preservation
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**APPLICATION SUBMISSION:**

1. All site plans and written application materials must be submitted electronically on a CD or thumb drive with each plan submitted as separate files, with individual file which can be found on the **Electronic Plan and Document Submittal** page of the City’s website at <http://me-portland.civicplus.com/764/Electronic-Plan-and-Document-Submittal>
2. In addition, one (1) paper set of the plans (full size), one (1) paper set of plans (11 x 17), paper copy of written materials, and the application fee must be submitted to the Building Inspections Office to start the review process.

The application must be complete, including but not limited to the contact information, project data, application checklists, wastewater capacity, plan for fire department review, and applicant signature. The submissions shall include one (1) paper packet with folded plans containing the following materials:


1. One (1) full size site plans that must be folded.
2. One (1) copy of all written materials or as follows, unless otherwise noted:
  - a. Application form that is completed and signed.
  - b. Cover letter stating the nature of the project.
  - c. All Written Submittals (Sec. 14-527 (c), including evidence of right, title and interest.
3. A stamped standard boundary survey prepared by a registered land surveyor at a scale not less than one inch to 50 feet.
4. Plans and maps based upon the boundary survey and containing the information found in the attached sample plan checklist.
5. One (1) set of plans reduced to 11 x 17.

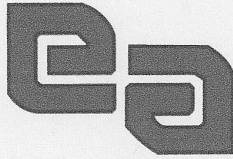
Please refer to the application checklist (attached) for a detailed list of submission requirements.

**APPLICANT SIGNATURE:**

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Planning Authority and Code Enforcement’s authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

**This application is for a Level II Site Plan review. It is not a permit to begin construction. An approved site plan, a Performance Guarantee, Inspection Fee, Building Permit, and associated fees will be required prior to construction. Other Federal, State or local permits may be required prior to construction, which are the responsibility of the applicant to obtain.**

Signature of Applicant: 	Date: May 25, 2016
----------------------------------------------------------------------------------------------------------------	-----------------------



## ECO-ANALYSTS, INC.

### *Environmental Consultants*

P.O. Box 224 Bath, Maine 04530

(207) 837 - 2199 · (207) 386-0451 (Fax) · [timforrester@comcast.net](mailto:timforrester@comcast.net)

March 29, 2016

To Whom It May Concern:

By this letter, I authorize ECO-ANALYSTS, INC., to act as my Agent for the preparation and submission of all federal, state, and local town or city permit applications and relevant documents and correspondence related to the addition of two floats to an existing dock located at 175 Foreside Road in the Town of Falmouth, Maine; to attend meetings, site visits, and appear before all boards, commissions, and committees; and provide other services as required for completing the aforementioned tasks.

Denny Jacobus  
Print Name

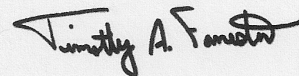
4/8/16  
Date

  
Signature

Thank you for the opportunity to work on this project. Should you have any additional questions, please do not hesitate to contact me at 207-837-2199 or via email at [timforrester@comcast.net](mailto:timforrester@comcast.net).

Sincerely,

ECO-ANALYSTS, INC



Timothy A. Forrester,  
Biologist, PWS #1933

## PROJECT DATA

The following information is required where applicable, in order to complete the application.

<b>Total Area of Site</b>	85752.2 sq. ft.
<b>Proposed Total Disturbed Area of the Site</b>	0 sq. ft.
If the proposed disturbance is greater than one acre, then the applicant shall apply for a Maine Construction General Permit (MCGP) with DEP and a Stormwater Management Permit, Chapter 500, with the City of Portland	
<b>Impervious Surface Area</b>	
Impervious Area (Total Existing)	N/A sq. ft.
Impervious Area (Total Proposed)	N/A sq. ft.
<b>Building Ground Floor Area and Total Floor Area</b>	
Building Footprint (Total Existing)	N/A sq. ft.
Building Footprint (Total Proposed)	N/A sq. ft.
Building Floor Area (Total Existing)	N/A sq. ft.
Building Floor Area (Total Proposed)	N/A sq. ft.
<b>Zoning</b>	
Existing	Shoreland
Proposed, if applicable	N/A
<b>Land Use</b>	
Existing	Residential
Proposed	Residential
<b>Residential, If applicable</b>	
# of Residential Units (Total Existing)	N/A
# of Residential Units (Total Proposed)	
# of Lots (Total Proposed)	
# of Affordable Housing Units (Total Proposed)	
<b>Proposed Bedroom Mix</b>	
# of Efficiency Units (Total Proposed)	N/A
# of One-Bedroom Units (Total Proposed)	
# of Two-Bedroom Units (Total Proposed)	
# of Three-Bedroom Units (Total Proposed)	
<b>Parking Spaces</b>	
# of Parking Spaces (Total Existing)	N/A
# of Parking Spaces (Total Proposed)	
# of Handicapped Spaces (Total Proposed)	
<b>Bicycle Parking Spaces</b>	
# of Bicycle Spaces (Total Existing)	N/A
# of Bicycle Spaces (Total Proposed)	
<b>Estimated Cost of Project</b>	\$31,000

<b>FINAL PLAN - Level II Site Plan</b>			
<b>Applicant Checklist</b>	<b>Planner Checklist</b>	<b># of Copies</b>	<b>GENERAL WRITTEN SUBMISSIONS CHECKLIST (* If applicant chooses to submit a Preliminary Plan, then the * items were submitted for that phase and only updates are required)</b>
x		1	* Completed Application form
x		1	* Application fees
x		1	* Written description of project
x		1	* Evidence of right, title and interest
*upon receipt		1	* Evidence of state and/or federal permits
x		1	* Written assessment of proposed project's specific compliance with applicable Zoning requirements
N/A		1	* Summary of existing and/or proposed easements, covenants, public or private rights-of-way, or other burdens on the site
N/A		1	* Evidence of financial and technical capacity
x		1	Construction Management Plan
N/A		1	A traffic study and other applicable transportation plans in accordance with Section 1 of the technical Manual, where applicable.
		1	Written summary of significant natural features located on the site (Section 14-526 (b) (a))
N/A		1	Stormwater management plan and stormwater calculations, including description of project, hydrology and impervious area.
N/A		1	Written summary of project's consistency with related city master plans
N/A		1	Evidence of utility capacity to serve
N/A		1	Written summary of solid waste generation and proposed management of solid waste
N/A		1	A code summary referencing NFPA 1 and all Fire Department technical standards
N/A		1	Where applicable, an assessment of the development's consistency with any applicable design standards contained in Section 14-526 and in City of Portland Design Manual
N/A		1	Manufacturer's verification that all proposed HVAC and manufacturing equipment meets applicable state and federal emissions requirements.

Applicant Checklist	Planner Checklist	# of Copies	<b>SITE PLAN SUBMISSIONS CHECKLIST</b> <b>(* If applicant chooses to submit a Preliminary Plan, then the * items were submitted for that phase and only updates are required)</b>
x		1	* Boundary Survey meeting the requirements of Section 13 of the City of Portland's Technical Manual
		1	<b>Final Site Plans including the following:</b>
x			Existing and proposed structures, as applicable, and distance from property line (including location of proposed piers, docks or wharves if in Shoreland Zone);
x			Existing and proposed structures on parcels abutting site;
x			All streets and intersections adjacent to the site and any proposed geometric modifications to those streets or intersections;
N/A			Location, dimensions and materials of all existing and proposed driveways, vehicle and pedestrian access ways, and bicycle access ways, with corresponding curb lines;
N/A			Engineered construction specifications and cross-sectional drawings for all proposed driveways, paved areas, sidewalks;
N/A			Location and dimensions of all proposed loading areas including turning templates for applicable design delivery vehicles;
N/A			Existing and proposed public transit infrastructure with applicable dimensions and engineering specifications;
N/A			Location of existing and proposed vehicle and bicycle parking spaces with applicable dimensional and engineering information;
N/A			Location of all snow storage areas and/or a snow removal plan;
N/A			A traffic control plan as detailed in Section 1 of the Technical Manual;
N/A			Proposed buffers and preservation measures for significant natural features, where applicable, as defined in Section 14-526(b)(1);
N/A			Location and proposed alteration to any watercourse;
x			A delineation of wetlands boundaries prepared by a qualified professional as detailed in Section 8 of the Technical Manual;
N/A			Proposed buffers and preservation measures for wetlands;
N/A			Existing soil conditions and location of test pits and test borings;
N/A			Existing vegetation to be preserved, proposed site landscaping, screening and proposed street trees, as applicable;
N/A			A stormwater management and drainage plan, in accordance with Section 5 of the Technical Manual;
N/A			Grading plan;
N/A			Ground water protection measures;
N/A			Existing and proposed sewer mains and connections;
N/A			Location of all existing and proposed fire hydrants and a life safety plan in accordance with Section 3 of the Technical Manual;
N/A			Location, sizing, and directional flows of all existing and proposed utilities within the project site and on all abutting streets;

- Continued on next page -

N/A		Location and dimensions of off-premises public or publicly accessible infrastructure immediately adjacent to the site;
N/A		Location and size of all on site solid waste receptacles, including on site storage containers for recyclable materials for any commercial or industrial property;
N/A		Plans showing the location, ground floor area, floor plans and grade elevations for all buildings;
N/A		A shadow analysis as described in Section 11 of the Technical Manual, if applicable;
N/A		A note on the plan identifying the Historic Preservation designation and a copy of the Application for Certificate of Appropriateness, if applicable, as specified in Section Article IX, the Historic Preservation Ordinance;
N/A		Location and dimensions of all existing and proposed HVAC and mechanical equipment and all proposed screening, where applicable;
N/A		An exterior lighting plan in accordance with Section 12 of the Technical Manual;
N/A		A signage plan showing the location, dimensions, height and setback of all existing and proposed signs;
N/A		Location, dimensions and ownership of easements, public or private rights of way, both existing and proposed.