

July 9, 2015

Ms. Jean Fraser, Planner
City of Portland Planning Division
389 Congress Street
Portland, Maine 04101**Subject: Bangor Savings Bank**
Applicant: Bangor Savings Bank
Letter of Correspondence #2

Dear Jean,

It is our understanding from your conversations with David Latulippe that you are requesting the applicant present a parking requirement analysis for this project.

It is our understanding that the request is based upon the requirements of Section 14-332.1 which provides specific provisions for off street parking for specific zones. Section 14-332.1.i states “B-7, Mixed Development District Zone: Off-street parking for all projects regardless of size, shall be governed by 14-332.2(c) of this article.” Further Section 14-332.2.c, states “...the planning board shall establish the parking requirement for such structures. The parking requirement shall be determined based upon a parking analysis submitted by the applicant and upon the recommendation of the city transportation engineer.”

We propose to evaluate three different methods for determining parking demand to serve as the parking analysis. The three methods are presented below:

City of Portland Requirements in Other Zones

In other zones within the City of Portland a bank has been considered an office use with the service area considered retail. Based upon these uses the parking requirement would be the following:

Use	Parking Required/ s.f.	Building (s.f.)	Required Spaces
Retail	1 sp/ 200 s.f.	1,090	6
Office	1 sp/ 400 s.f.	6,616	17
	Total	7,708	23

Based upon the table above, 23 parking spaces would be required for this project within other zones of the City.



Institute of Transportation Engineers – Parking Generation – Use Evaluation

The Institute of Transportation Engineers publication Parking Generation, 4th Edition, presents information regarding parking demand studies that have been conducted across the country for various land use types in both urban and suburban settings. Parking Generation estimates demand based on both the “average peak condition”, as well as the 85th percentile. Based on the 4th Edition, an evaluation of the parking demand by use is presented below:

Use	Average Peak Parking Demand (Spaces / 1,000 GFA)	Building (s.f.)	Required Spaces
Bank	4.00 spaces per 1,000 sf	1,090	5
Office	2.84 spaces per 1,000 sf	6,616	19
	Total	7,708	23

Use	85 th Percentile Parking Demand (Spaces / 1,000 GFA)	Building (s.f.)	Required Spaces
Bank	5.67 spaces per 1,000 sf	1,090	7
Office	3.45 spaces per 1,000 sf	6,616	23
	Total	7,708	30

It is noted that the average size of the study sites for the office use was 136,000 sf which is considerably larger than proposed for this project.

Institute of Transportation Engineers – Parking Generation – Occupancy Evaluation

The 4th Edition also provides information regarding parking demand for office uses based on employee count. While the proposed development consists of both an office use as well as a bank branch, parking demand based on total occupancy provides a reasonable approximation of the overall parking demand for the purpose of this evaluation as the office use is approximately 85% of the overall area. Based on the building code, the maximum occupancy of the structure would be 81. This is an empirical evaluation as it relates to the building code, and is not representative of a normal level of occupancy. Based on discussions with the Bank, as well as the Architect, the average occupancy for the structure (employees plus customers) would be on the order of 30 individuals. Based on the 4th Edition, an evaluation of the parking demand based on occupancy is presented below:

Use	Average Peak Parking Demand (Space/Employee)	Average Occupancy	Required Spaces
Office	0.83 spaces per 1,000 sf	30	25

Use	85 th Percentile Parking Demand (Space/Employee)	Average Occupancy	Required Spaces
Office	0.98 spaces per 1,000 sf	30	30

Using these various methodologies, the average peak demand would be 26 spaces. Given the urban setting for this facility, and the availability of alternative modes of transportation, Bangor Savings Bank believes that 24 spaces will provide them an adequate number of spaces to operate this facility. It is noted that the proposal of 24 spaces satisfies the City of Portland Ordinance if this facility were located



in a different zone. Bangor Savings Bank recognizes that during periods of peak occupancy, other measures such as a greater emphasis on utilizing public transportation and off-site public parking may be necessary to satisfy the full peak parking need.

Please let us know if you require any additional information, or have any questions.

Sincerely,
Gorrill Palmer

A handwritten signature in blue ink, appearing to read 'Alton Palmer', is displayed on a light blue rectangular background.

Alton Palmer, PE
Principal

cc: David Latulippe, Jason Donovan