

June 29, 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 #1**

Dear Jean,

As you are aware, Bangor Savings Bank is under Level III Site Plans Review for its proposed facility at 20 Marginal Way in Portland. As you are also aware, the project has gone to the City Council and received approval of a text amendment, allowing a bank drive thru in a building less than 20,000 sf as a conditional use. Throughout the process, there have been numerous conversations between the project team and City Staff. At this time, we are providing the City with revised plans based upon the comments received from City Staff. This letter is provided to summarize the changes to the plans and respond to comments received from staff in an email from you dated June 8, 2015. For ease of review, the comments are provided followed by our response.

**Comment:** *Re Landscaping: We would like to see landscaping (mostly trees) along the east side of the drive (along the existing chain link fence), along the rear boundary and in the parking lot islands. In order to free up more land for these planted areas we have the following suggestions that are OK with the Traffic Engineering reviewer:*

- *Narrow the drive for the whole of its 2-way length to 22 feet in width (also OK from the Fire Dept viewpoint);*
- *Reduce the paved area in "middle" area near the handicapped spaces and 2 way access to central parking;*
- *Have compact parking spaces (for employees, so low turnover) along the entire rear "angled" row of parking (a waiver for the larger % of compact spaces is supported);*

**Response:** These items were further discussed with City Staff at a meeting on June 17, 2015. It was agreed that a portion of the access drive would be reduced to allow the planting of smaller items, such as daylilies, along the east side of the drive. Ornamental Pear trees were placed along the rear of the site where space was available. The parking spaces associated with the barrier free spaces were also shifted slightly to allow a larger end island for planting of additional day lilies.

**Comment:** *Re Pedestrian Safety:*

- *The crosswalk in front of the exiting ATM vehicles is OK except that the tactile strips are not necessary - and the side nearest the handicapped parking needs to be integrated into an extended pedestrian route that serves more of the parking lot and better serves the handicap spaces-enlargement/addition of islands (to include trees and ped routes) and additional striping is needed;*
- *Cars entering the central parking aisle near the handicap parking need some "warning" of possible peds crossing before they turn into that area - so the design should ensure that the ped crossing (to be added in some way) is visible to entering drivers, or otherwise slow up drivers at that point.*



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**Response:** The tactile strips within the sidewalks were removed from the plan. Additional crosswalk striping was added from the barrier free island to the rear parking area, to extend the pedestrian route. This island was also enlarged for additional plantings. As mentioned, an additional painted crosswalk was added to provide additional warning of possible pedestrians.

*Comment: Marginal Way Improvements: I am waiting for reviewers to confirm re the area along the front of the building-the location of the curb, the material for the sidewalk (technically should be brick), the number of trees (Jeff Tarling recommends another one) and the need for a streetlight are all part of the mix, but the plan for the Marginal Way Improvements at this location has not been finalized so the internal discussion is "what should be implemented as part of this project?" (or maybe a contribution instead) given the anticipated improvements to be done later on by the City. Leaving improvements to a later date does not fit well with the zoning requirements for pedestrian orientation, so we are trying to find a common-sense balance. Hence I am not able to send final review comments at this time but wanted you to be aware of the current thinking.*

**Response:** As discussed at the June 17<sup>th</sup> meeting, the revised plans include all of the requested improvements requested by Staff along the Marginal Way right of way. These improvements include the following:

- Incorporation of an 8' brick sidewalk
- The addition of an ornamental street light with conduit for future connection
- The specification of the street trees as Karpick Red Maple, as requested by Mr. Tarling.
- Reduction of new granite curb along the frontage.

Other improvements, in addition to those listed above, have been made to the plans, subsequent to the original submission include the following:

- The addition of sloped concrete curb along the edge of east and west side of the parking lot.
- The addition of a propane tank to serve the project.
- Modifications to the site signage package.
- As well as minor revisions to coordinate with building plans.
- A revised lighting plan is also included for your review

Updated building elevations will be forwarded under separate cover.

We appreciate the Planning Authority's review of the project to date and look forward to meeting with the Planning Board to present the proposal and address any questions. If you require any additional information, please don't hesitate to contact our office.

Sincerely,  
Gorrill Palmer

A handwritten signature in blue ink, appearing to read 'Douglas Reynolds', is written over the typed name.

Douglas Reynolds, PE  
Project Manager

Enclosures: Site Plans

cc: David Latulippe, Jason Donovan