

DEVELOPMENT REVIEW COORDINATOR
POST APPROVAL PROJECT CHECKLIST

Date: 3/10/17

Project Name: Mixed Use - Cope

Project Address: 23 Ocean Ave.

Site Plan ID Number: # 2016-150

Planning Board/Authority Approval Date: 10/25/14

Site Plan Approval Date: 10/25/16

Performance Guarantee Accepted: 5/3/17 \$113,890.00

Inspection Fee Paid: 5/14/17 \$2277.80

Infrastructure Contributions Paid: N/A

Amount of Disturbed Area in SF or Acres: 7,173 SF

MCGP/Chapter 500 Stormwater PBR: City Permit

Plans/CADD Drawings Submitted: ?

Pre-Construction Meeting: 5/30/17

Conditions of Approval Met: _____

As-Builts Submitted: _____

Public Services Sign Off: _____

Certificate of Occupancy Memo Processed:
(Temporary or Permanent) _____

Performance Guarantee to Defect Guarantee: _____

Defect Guarantee Released: _____

CITY OF PORTLAND, MAINE

PLANNING BOARD

Elizabeth Boepple, Chair
Sean Dundon, Vice Chair
Carol Morrisette
David Eaton
Kristien Nichols
Lisa Whited
Maggie Stanley

October 28, 2016

23 Ocean Avenue Associates, LLC
PO Box 1398
Portland, ME 04104

Carroll Associates
217 Commercial St #200
Portland, ME 04101

Project Name: 23 Ocean Avenue Mixed Use
Address: 23 Ocean Avenue
Applicant: 23 Ocean Avenue Associates, LLC
Planner: Nell Donaldson

Project ID: 2016-150
CBL: 129 G001001

7,173 SF of Disturbance

Dear Mr. Cope:

On October 25, 2016, the Planning Board considered your proposed mixed use office and residential development at 23 Ocean Avenue. The Planning Board reviewed the proposal for conformance with the standards of the subdivision and site plan ordinances. The Planning Board voted to approve the application with the waivers and condition(s) as presented below.

WAIVERS

The Planning Board voted 6-0 (Boepple absent), on the basis of the application, plans, reports and other information submitted by the applicant; findings and recommendations contained in the Planning Board report for the public hearing on October 25, 2016 for application 2016-150 relevant to Portland's technical and design standards and other regulations; and the testimony presented at the Planning Board hearing:

- OK
1. The Planning Board finds, based upon the consulting transportation engineer's review, that extraordinary conditions exist or undue hardship may result from strict compliance with the *Technical Manual* standard (*Section 1.14*) which requires that aisle width for right-angle parking be 24 feet per *Figure I-27*, that substantial justice and the public interest are secured with the proposed variation in this standard, and that the variation is consistent with the intent of the ordinance. The Planning Board waives the *Technical Manual* standard (*Section 1.14*) to allow a 21 foot wide aisle in the parking area.

SUBDIVISION REVIEW

The Planning Board voted 6-0 (Boepple absent), based on the application, plans, reports and other information submitted by the applicant; findings and recommendations contained in the Planning Board report for the public hearing on October 25, 2016 for application 2016-150 relevant to the subdivision regulations; and the testimony presented at the Planning Board hearing, that the plan is in conformance with the subdivision standards of the land use code, subject to the following conditions of approval, which must be met prior to the signing of the plat:

done
5/22/17

1. The applicant shall finalize the subdivision plat for review and approval by Corporation Counsel, the Department of Public Works, and the Planning Authority; and

done
5/22/17

2. The applicant shall submit:
a. A license agreement for foundation footings and cornice proposed to encroach on the city's right-of-way and
b. A public pedestrian access easement for areas of sidewalk proposed to encroach on private property
for review and approval by the Department of Public Works and Corporation Counsel.

SITE PLAN REVIEW

The Planning Board voted 6-0 (Boepple absent), based on the application, plans, reports and other information submitted by the applicant; findings and recommendations contained in the Planning Board report for the public hearing on October 25, 2016 for application 2016-150 relevant to the subdivision regulations; and the testimony presented at the Planning Board hearing, that the plan is in conformance with the site plan standards of the land use code, subject to the following conditions of approval that must be met prior to the issuance of a building permit, unless otherwise stated:

done
3/6/17

1. The applicant shall submit a final construction management plan for review and approval by the Department of Public Works and the Planning Authority, to include provisions for:
a) Pedestrian access,
b) Contractor parking on-site only or at an approved satellite location,
c) Recommended truck delivery routing from Ocean Avenue, and
d) Construction phasing;

done
2/16/17

2. The applicant shall submit final details for the reconstruction of the ramp on the south side of Hersey Street to meet ADA requirements for review and approval by the Department of Public Works;

3. Prior to the issuance of certificate of occupancy, the applicant shall provide a signed, notarized lease for the use of off-site parking spaces in compliance with *Section 14-334* of the city's land use code for review and approval by the Planning Authority and Corporation Counsel;

4. Prior to the issuance of certificate of occupancy, the applicant shall submit final details for the construction of the missing sidewalk link on the north side of Vannah Avenue between the proposed off-site parking and the site for review and approval by the Department of Public Works. Prior to certificate of occupancy, construction of this sidewalk segment shall be completed and approved by the Department of Public Works;

5. Within six months of the issuance of certificate of occupancy for the full use of the building, and on an annual basis thereafter for a period of five years, the applicant shall provide an analysis of parking demand, the efficacy of the parking management plan (including proposed transportation demand management measures), and neighborhood impacts for review and approval by the Department of Public Works and the Planning Authority. Should the analysis indicate that parking demand is not adequately met with the approved shared parking and off-site parking arrangement, the applicant shall submit and implement a revised parking plan, including transportation demand management measures, to address deficiencies for review and approval by the Department of Public Works and the Planning Authority;

Monitoring

done
1/5/17

done
1/5/17

- 6. Snow storage shall not impinge on the on-site parking. Snow shall be hauled off site as needed; and
- 7. The applicant shall provide revised plans to address the conflict between the proposed cherry tree and stormwater treatment unit at the corner of Ocean Avenue and Hersey Street for review and approval by the City Arborist and the Planning Authority.

The approval is based on the submitted plans and the findings related to site plan and subdivision review standards as contained in Planning Report for application 2016-150, which is attached.

STANDARD CONDITIONS OF APPROVAL

Please note the following standard conditions of approval and requirements for all approved site plans:

done
5/22/17

- 1. **Storm Water Management** The developer/contractor/subcontractor must comply with conditions of the construction stormwater management plan and sediment and erosion control plan based on City standards and state guidelines. The owner/operator of the approved stormwater management system and all assigns shall comply with the conditions of Chapter 32 Stormwater including Article III, Post Construction Stormwater Management, which specifies the annual inspections and reporting requirements. A maintenance agreement for the stormwater drainage system, as attached, or in substantially the same form with any changes to be approved by Corporation Counsel, shall be submitted and signed prior to the issuance of a building permit with a copy to the Department of Public Services.
- 2. **Subdivision Recording Plat** A revised recording plat listing all conditions of subdivision approval must be submitted for review and signature prior to the issuance of a performance guarantee. The performance guarantee must be issued prior to the release of the recording plat for recording at the Cumberland County Registry of Deeds.
- 3. **Subdivision Waivers** Pursuant to 30-A MRSA section 4406(B)(1), any waiver must be specified on the subdivision plan or outlined in a notice and the plan or notice must be recorded in the Cumberland County Registry of Deeds within 90 days of the final subdivision approval).
- 4. **Develop Site According to Plan** The site shall be developed and maintained as depicted on the site plan and in the written submission of the applicant. Modification of any approved site plan or alteration of a parcel which was the subject of site plan approval after May 20, 1974, shall require the prior approval of a revised site plan by the Planning Board or the Planning Authority pursuant to the terms of Chapter 14, Land Use, of the Portland City Code.
- 5. **Separate Building Permits Are Required** This approval does not constitute approval of building plans, which must be reviewed and approved by the City of Portland's Inspection Division.
- 6. **Site Plan Expiration** The site plan approval will be deemed to have expired unless work has commenced within one (1) year of the approval or within a time period up to three (3) years from the approval date as agreed upon in writing by the City and the applicant. Requests to extend approvals must be received before the one (1) year expiration date.
- 7. **Subdivision Plan Expiration** The subdivision approval is valid for up to three years from the date of Planning Board approval.

SUBDIVISION/SITE DEVELOPMENT
Cost Estimate of Improvements to be covered by Performance Guarantee

Date: Jan 5, 2017

Name of Project: 23 Ocean Avenue
 Address/Location: 23 Ocean Avenue
 Application ID #: 201700012
 Developer: Steven and Roberta Cope
 Form of Performance Guarantee: _____

Type of Development: Subdivision _____ Site Plan (Level I, II or III) III

TO BE FILLED OUT BY THE APPLICANT:

Item	PUBLIC			PRIVATE		
	Quantity	Unit Cost	Subtotal	Quantity	Unit Cost	Subtotal
1. STREET/SIDEWALK						
Road/Parking Areas				3,400SF	1.76	6,000
- Curbing <i>Tip downs</i>	147 FT	13.60	2,000	147	35	5,145
- Sidewalks	1400	12	16,800	1400SF	2.14	3,000
- Esplanades	46 CY	55	2,530			
Monuments						
Street Lighting						
Street Opening Repairs	36 SQYRDS	55.55	2,000			
- Other ADA $\frac{1}{2}$ X-walks						
2. EARTH WORK						
Cut				1300 YRDS	10.00	13,000
Fill				450 YRDS	31.11	14,000
3. SANITARY SEWER						
Manholes						
Piping	20 FT	200.00	4,000	10'	100.00	1,000
Connections	1		1,000			
Main Line Piping						
House Sewer Service Piping						
Pump Stations						
Other						
4. WATER MAINS	25 FT	240.00	6,000	10FT	200.00	2,000
5. STORM DRAINAGE						
Manholes						
Catchbasins	1 DMH	2,000	2,000	1 DMH		2,000
Piping	25 FT	250.00	5,000	150FT	13.33	2,000
Detention Basin						
Stormwater Quality Units				2 POUNDS		7,000
- Other <i>Perkins Pavers</i>				385	15	5,775
			39,300			57,920

6. SITE LIGHTING	_____	_____	_____	_____	_____	_____
7. EROSION CONTROL	_____	_____	_____	_____	_____	_____
Silt Fence mulch	_____	_____	_____	40 yds	25.00	1,000
Check Dams	_____	_____	_____	2	250.00	500
Pipe Inlet/Outlet Protection	_____	_____	_____	_____	_____	_____
Level Lip Spreader	_____	_____	_____	_____	_____	_____
Slope Stabilization	_____	_____	_____	_____	_____	_____
Geotextile	_____	_____	_____	_____	_____	_____
Hay Bale Barriers	_____	_____	_____	_____	_____	_____
Catch Basin Inlet Protection	_____	_____	_____	_____	_____	_____
8. RECREATION AND OPEN SPACE AMENITIES	_____	_____	_____	_____	_____	_____
9. LANDSCAPING (Attach breakdown of plant materials, quantities, and unit costs)	_____	_____	2,000	_____	_____	5,000
10. MISCELLANEOUS	_____	_____	1,000	_____	_____	4,000
TOTAL:	42,300	23,000	1,350	65,420	55,500	7,500
GRAND TOTAL:	107,720	78,500				

INSPECTION FEE (to be filled out by the City)

	PUBLIC	PRIVATE	TOTAL
A: 2.0% of totals:	_____	_____	_____
or			
B: Alternative Assessment:	_____	_____	_____
Assessed by:	_____	_____	_____
	(name)	(name)	

SUBDIVISION/SITE DEVELOPMENT
Cost Estimate of Improvements to be covered by Performance Guarantee

Date: Jan 5, 2017
 REV 3-17-2017

Name of Project: 23 Ocean Avenue
 Address/Location: 23 Ocean Avenue
 Application ID #: 201700012
 Developer: Steven and Roberta Cope
 Form of Performance Guarantee: _____
 Type of Development: Subdivision _____ Site Plan (Level I, II or III) III

TO BE FILLED OUT BY THE APPLICANT:

Item	PUBLIC			PRIVATE		
	Quantity	Unit Cost	Subtotal	Quantity	Unit Cost	Subtotal
1. STREET/SIDEWALK						
Road/Parking Areas				3,400SF	1.76	6,000
Curbing	12 FT	40	480	147	30	4,410
Sidewalks	1400SF	12.00	16,800			
Esplanades	60 SY	55.00	3,300			
Monuments						
Street Lighting						
Street Opening Repairs	36 SQYRDS	55.55	2,000			
Other ADA Panels + crosswalk			2,000			
2. EARTH WORK						
Cut				1300 YRDS	10.00	13,000
Fill				450 YRDS	31.11	14,000
3. SANITARY SEWER						
Manholes						
Piping	20 FT	200.00	4,000	10'	100.00	1,000
Connections	1		1,000			
Main Line Piping						
House Sewer Service Piping						
Pump Stations						
Other						
4. WATER MAINS	25 FT	240.00	6,000	10FT	200.00	2,000
5. STORM DRAINAGE						
Manholes				1	DMH	2,000
Catchbasins						
Piping	25 FT	250.00	5,000	150FT	13.33	2,000
Detention Basin						
Stormwater Quality Units				2 POUNDS		7,000
Other Pavers				760 sf	15.00	11,400

40,580

62,810

6. SITE LIGHTING	_____	_____	_____	_____	_____	_____
7. EROSION CONTROL	_____	_____	_____	_____	_____	_____
Silt Fence mulch	_____	_____	_____	40 yds	25.00	1,000
Check Dams	_____	_____	_____	2	250.00	500
Pipe Inlet/Outlet Protection	_____	_____	_____	_____	_____	_____
Level Lip Spreader	_____	_____	_____	_____	_____	_____
Slope Stabilization	_____	_____	_____	_____	_____	_____
Geotextile	_____	_____	_____	_____	_____	_____
Hay Bale Barriers	_____	_____	_____	_____	_____	_____
Catch Basin Inlet Protection	_____	_____	_____	_____	_____	_____
8. RECREATION AND OPEN SPACE AMENITIES	_____	_____	_____	_____	_____	_____
9. LANDSCAPING (Attach breakdown of plant materials, quantities, and unit costs)	_____	_____	2,000	_____	_____	5,000
10. MISCELLANEOUS	_____	_____	1,000	_____	_____	1,000
TOTAL:	43,580	3,000		70,310		2,500
GRAND TOTAL:	113,890					

total \$ 113,890 OK
3/20/17 PAU

INSPECTION FEE (to be filled out by the City)

	PUBLIC	PRIVATE	TOTAL
A: 2.0% of totals:	\$ 871.60	\$ 1,406.20	\$ 2,277.80
or			
B: Alternative Assessment:	_____	_____	_____
Assessed by:	<u>[Signature]</u>	<u>[Signature]</u>	3/20/17
	(name)	(name)	

Partial Release Request # 1 - 10/19/18

SUBDIVISION/SITE DEVELOPMENT Cost Estimate of Improvements to be covered by Performance Guarantee

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REV 3-17-2017

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Street Opening Repairs	36 SQ YRDS	55.55	2,000			
Other ADA Panels + crosswalk			2,000			
2. EARTH WORK						
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Fill				450 YRDS	31.11	14,000
3. SANITARY SEWER						
Manholes						
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Connections	1		1,000			
Main Line Piping						
House Sewer Service Piping						
Pump Stations						
Other						
4. WATER MAINS						
	25 FT	240.00	6,000	10 FT	200.00	2,000
5. STORM DRAINAGE						
Manholes						
Catchbasins				1	DMH	2,000
Piping	25 FT	250.00	5,000	150 FT	13.33	2,000
Detention Basin						
Stormwater Quality Units				2 POUNDS		7,200
Other Pavers				760 SF	15.00	11,400

32,280 ✓

47,910 X
40,410

