



July 13, 2015

Ms. Barbara Barhydt
Development Review Services Manager
Planning and Development Department
City of Portland
389 Congress Street
Portland, Maine 04101-3509

**Subject: Proposed Redevelopment of Pleasant Avenue Church
3 Pleasant Avenue – Portland, Maine
Preliminary Site Plan and Subdivision Application**

Dear Ms. Barhydt:

On behalf of Hardypond Development Company, LLC, we are pleased to provide the accompanying package of submission materials related to a proposed redevelopment of the former Pleasant Avenue Church site located at 3 Pleasant Avenue into 25 residential apartments for Shalom House. The project site is located on Map 130, Lots I-012 and I-014 according to the City of Portland Tax Assessor's Maps and also includes redivision of the single parcel into two lots. This submission package is intended to meet the City's Preliminary Submission Requirements as outlined in the Level III Application procedures.

Accompanying this cover letter are the following materials:

- Ø Level III Preliminary Site Plan and Subdivision Application
- Ø Section 1: Written Description of Project
- Ø Section 2: Evidence of Right, Title and Interest
- Ø Section 3: Written Assessment of Proposed Project's Compliance with Applicable Zoning and Land Use Requirements

You will find in the accompanying materials, information including the Preliminary Site Layout Plan and Preliminary Subdivision Plan. We have also included preliminary building elevations and floor plans for the building renovations prepared by Shields Architecture. Preliminary information pertaining to the project's utilities needs and statements regarding compliance with the City's Standards are contained within this submission.

The Development Team expects to continue to work with City Officials/Representatives on both the onsite and offsite components including, but not limited to, coordination with Public Services representatives on new service connections for the proposed building.

FAY, SPOFFORD & THORNDIKE

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On behalf of the Design Team, we look forward to your assistance on the project and we look forward to the nearest available workshop meeting with Planning Staff. Please find one (1) hard copy of the application materials including one set each of 11x17 and full size plans, along with a CD containing PDF files for all submitted materials.

If you have any questions regarding these materials, please contact this office.

Sincerely,

FAY, SPOFFORD & THORNDIKE



Andrew D. Johnston, P.E.
Principal Engineer

ADJ/smk

Enclosures – See list above

c: Robert Gaudreau, Hardypond Development Company, LLC

AGENT AUTHORIZATION

From: Bob Gaudreau [<mailto:Bob@hardypond.com>]
Sent: Thursday, June 11, 2015 3:21 PM
To: Andrew Johnston
Subject: RE: Shalom House - Pleasant Avenue Church

Andy:

You are allowed to sign the submission of paperwork as my consultant for the City subdivision application.

So does this take care of everything you desired of me?

Thanks Bob

Hardypond Development Company, LLC
It's Manager

From: Andrew Johnston [<mailto:AJohnston@fstinc.com>]
Sent: Thursday, June 11, 2015 8:51 AM
To: Bob Gaudreau
Cc: Sandi Keef
Subject: Shalom House - Pleasant Avenue Church

Hi Bob,




We are finalizing the preliminary application package for submission, but will need a couple of items from you to do this.

Could you send us the following:

- A copy of the new deed
- A letter of financial capacity
- An agent authorization letter (assuming that you would like us to sign the application)

Thanks,
Andy

Andrew D. Johnston, P.E. | Principal Engineer

 **FAY, SPOFFORD & THORNDIKE**
Celebrating a Century of Engineering Excellence
778 Main Street, Suite 8 | South Portland, ME 04106
T: 207-775-1121 x4126 | F: 207-879-0896
ajohnston@fstinc.com | www.fstinc.com |  

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Jeff Levine, AICP, Director
Planning & Urban Development Department

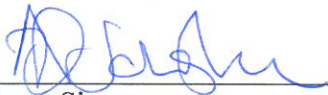
Electronic Signature and Fee Payment Confirmation

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. Please confirm application fee amount and contact Andrew Johnston, P.E., Fay, Spofford & Thorndike at 207-775-1121.



Applicant Signature:

July 13, 2015

Date:

Andrew D. Johnston, P.E.

I have provided digital copies and sent them on:

July 13, 2015

Date:

NOTE: All electronic paperwork must be delivered to buildinginspections@portlandmaine.gov or by physical means i.e. a thumb drive or CD to the Inspections Office, City Hall, 3rd Floor, Room 315.



Level III – Preliminary and Final Site Plans Development Review Application Portland, Maine

Planning and Urban Development Department
Planning Division

Portland's Planning and Urban Development Department coordinates the development review process for site plan, subdivision and other applications under the City's Land Use Code. Attached is the application form for a Level III: Preliminary or Final Site Plan. Please note that Portland has delegated review from the State of Maine for reviews under the Site Location of Development Act, Chapter 500 Stormwater Permits, and Traffic Movement Permits.

Level III: Site Plan Development includes:

- New structures with a total floor area of 10,000 sq. ft. or more except in Industrial Zones.
- New structures with a total floor area of 20,000 sq. ft. or more in Industrial Zones.
- New temporary or permanent parking area(s) or paving of existing unpaved parking areas for more than 75 vehicles.
- Building addition(s) with a total floor area of 10,000 sq. ft. or more (cumulatively within a 3 year period) except in Industrial Zones.
- Building addition(s) with a total floor area of 20,000 sq. ft. or more in Industrial Zones.
- A change in the use of a total floor area of 20,000 sq. ft. or more in any existing building (cumulatively within a 3 year period).
- Multiple family development (3 or more dwelling units) or the addition of any additional dwelling unit if subject to subdivision review.
- Any new major or minor auto business in the B-2 or B-5 Zone, or the construction of any new major or minor auto business greater than 10,000 sq. ft. of building area in any other permitted zone.
- Correctional prerelease facilities.
- Park improvements: New structures greater than 10,000 sq. ft. and/or facilities encompassing 20,000 sq. ft. or more (excludes rehabilitation or replacement of existing facilities); new nighttime outdoor lighting of sports, athletic or recreation facilities not previously illuminated.
- Land disturbance of 3 acres or more (includes stripping, grading, grubbing, filling or excavation).

Portland's development review process and requirements are outlined in the Land Use Code (Chapter 14) which is available on our website:

Land Use Code: <http://me-portland.civicplus.com/DocumentCenter/Home/View/1080>

Design Manual: <http://me-portland.civicplus.com/DocumentCenter/View/2355>

Technical Manual: <http://me-portland.civicplus.com/DocumentCenter/View/2356>

Planning Division

Fourth Floor, City Hall
389 Congress Street
(207) 874-8719

Office Hours

Monday thru Friday
8:00 a.m. – 4:30 p.m.

PROJECT NAME: Pleasant Avenue Church Redevelopment

PROPOSED DEVELOPMENT ADDRESS:

3 Pleasant Avenue, Portland, Maine

PROJECT DESCRIPTION:

Redevelopment of the existing church building to construct 25 apartment units for Shalom House.

Division of the Vestry from the church lot.

CHART/BLOCK/LOT: Map 130, Lots H-013, I-012 & I-014

PRELIMINARY PLAN
FINAL PLAN

07/13/15 (date)
 (date)

CONTACT INFORMATION:

Applicant – must be owner, Lessee or Buyer Name: Hardypond Development Company, LLC Business Name, if applicable: Address: 7 Tee Drive City/State : Portland, ME Zip Code: 04103	Applicant Contact Information Work # 207-797-6066 Home# Cell # Fax# e-mail: bob@hardypond.com
Owner – (if different from Applicant) Name: Same Address: City/State : Zip Code:	Owner Contact Information Work # Home# Cell # Fax# e-mail:
Agent/ Representative Name: Fay, Spofford & Thorndike Attn: Andrew Johnston, P.E. Address: 778 Main Street, Suite 8 City/State : South Portland, ME Zip Code: 04106	Agent/Representative Contact information Work # 207-775-1121 Cell # e-mail:
Billing Information Name: Hardypond Development Company, LLC Attn: Robert Gaudreau Address: 7 Tee Drive City/State : Portland, ME Zip Code: 04103	Billing Information Work # 207-797-6066 Cell # Fax# e-mail: bob@hardypond.com

Engineer Fay, Spofford & Thorndike Name: Attn: Andrew Johnston, P.E. Address: 778 Main Street, Suite 8 City/State : South Portland, ME Zip Code: 04106	Engineer Contact Information Work # 207-775-1121 Cell # Fax# 207-879-0896 e-mail: ajohnston@fstinc.com
Surveyor Owen Haskell, Inc. Name: Attn: John Swan, PLS Address: 390 US Route 1, Unit 10 City/State : Falmouth, ME Zip Code: 04105	Surveyor Contact Information Work # 207-774-0424 Cell # Fax# e-mail: jswan@owenhaskell.com
Architect Shields Architecture Name: Attn: John Shields Address: 216 Range Road City/State : Cumberland, ME Zip Code: 04021	Architect Contact Information Work # 207-775-8926 Cell # Fax# e-mail: jshields@maine.rr.com
Attorney Name: Address: City/State : Zip Code:	Attorney Contact Information Work # Cell # Fax# e-mail:

APPLICATION FEES:

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

Level III Development (check applicable reviews) <input checked="" type="checkbox"/> Less than 50,000 sq. ft. (\$500.00) <input type="checkbox"/> 50,000 - 100,000 sq. ft. (\$1,000) <input type="checkbox"/> 100,000 – 200,000 sq. ft. (\$2,000) <input type="checkbox"/> 200,000 – 300,000 sq. ft. (\$3,000) <input type="checkbox"/> over 300,000 sq. ft. (\$5,000) <input type="checkbox"/> Parking lots over 11 spaces (\$1,000) <input type="checkbox"/> After-the-fact Review (\$1,000.00 plus applicable application fee) Plan Amendments (check applicable reviews) <input type="checkbox"/> Planning Staff Review (\$250) <input type="checkbox"/> Planning Board Review (\$500) <hr/> The City invoices separately for the following: <ul style="list-style-type: none"> • Notices (\$.75 each) • Legal Ad (% of total Ad) • Planning Review (\$40.00 hour) • Legal Review (\$75.00 hour) 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.	Other Reviews (check applicable reviews) <input type="checkbox"/> Traffic Movement (\$1,000) <input type="checkbox"/> Stormwater Quality (\$250) <input checked="" type="checkbox"/> Subdivisions (\$500 + \$25/lot) # of Lots <u>26</u> x \$25/lot = \$1,150 <input type="checkbox"/> Site Location (\$3,000, except for residential projects which shall be \$200/lot) # of Lots <u> </u> x \$200/lot = <u> </u> <input type="checkbox"/> Other _____ <input type="checkbox"/> Change of Use <input type="checkbox"/> Flood Plain <input type="checkbox"/> Shoreland <input type="checkbox"/> Design Review <input type="checkbox"/> Housing Replacement <input type="checkbox"/> Historic Preservation
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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:

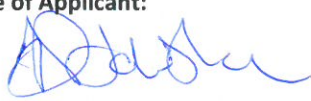
1. One (1) full size site plans that must be folded.
2. One (1) copy of all written materials or as follows, unless otherwise noted:
 - a. Application form that is completed and signed.
 - b. Cover letter stating the nature of the project.
 - c. All Written Submittals (Sec. 14-525 2. (c), including evidence 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 III 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: July 13, 2015
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PROJECT DATA

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

Total Area of Site	32,600 sq. ft.
Proposed Total Disturbed Area of the Site	2,200 +/- 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.	
Impervious Surface Area	
Impervious Area (Total Existing)	20,875 sq. ft.
Impervious Area (Total Proposed)	21,550 sq. ft.
Building Ground Floor Area and Total Floor Area (former Church)	
Building Footprint (Total Existing)	8,995 sq. ft.
Building Footprint (Total Proposed)	8,995 sq. ft.
Building Floor Area (Total Existing)	17,582 sq. ft.
Building Floor Area (Total Proposed)	17,582 sq. ft.
Zoning	
Existing	B2c/R5
Proposed, if applicable	N/A
Land Use	
Existing	Institutional, Residential, Parking
Proposed	Residential, Parking
Residential, If applicable (former Church)	
# of Residential Units (Total Existing)	1
# of Residential Units (Total Proposed)	26
# of Lots (Total Proposed)	26
# of Affordable Housing Units (Total Proposed)	25
Proposed Bedroom Mix (former Church)	
# of Efficiency Units (Total Proposed)	16
# of One-Bedroom Units (Total Proposed)	9
# of Two-Bedroom Units (Total Proposed)	0
# of Three-Bedroom Units (Total Proposed)	0
Parking Spaces	
# of Parking Spaces (Total Existing)	25
# of Parking Spaces (Total Proposed)	16
# of Handicapped Spaces (Total Proposed)	2
Bicycle Parking Spaces	
# of Bicycle Spaces (Total Existing)	0
# of Bicycle Spaces (Total Proposed)	10
Estimated Cost of Project	\$2,000,000

PRELIMINARY PLAN (Optional) - Level III Site Plan

Applicant Checklist	Planner Checklist	# of Copies	GENERAL WRITTEN SUBMISSIONS CHECKLIST
X		1	Completed Application form
X		1	Application fees
X		1	Written description of project
X		1	Evidence of right, title and interest
X		1	Evidence of state and/or federal approvals, if applicable
X		1	Written assessment of proposed project's compliance with applicable zoning requirements
X		1	Summary of existing and/or proposed easement, covenants, public or private rights-of-way, or other burdens on the site
X		1	Written requests for waivers from site plan or technical standards, if applicable.
X		1	Evidence of financial and technical capacity
		1	Traffic Analysis (may be preliminary, in nature, during the preliminary plan phase)
Applicant Checklist	Planner Checklist	# of Copies	SITE PLAN SUBMISSIONS CHECKLIST
X		1	Boundary Survey meeting the requirements of Section 13 of the City of Portland's Technical Manual
X		1	Preliminary Site Plan including the following: (information provided may be preliminary in nature during preliminary plan phase)
			Proposed grading and contours;
			Existing structures with distances from property line;
			Proposed site layout and dimensions for all proposed structures (including piers, docks or wharves in Shoreland Zone), paved areas, and pedestrian and vehicle access ways;
			Preliminary design of proposed stormwater management system in accordance with Section 5 of the Technical Manual (note that Portland has a separate applicability section);
			Preliminary infrastructure improvements;
			Preliminary Landscape Plan in accordance with Section 4 of the Technical Manual;
			Location of significant natural features (including wetlands, ponds, watercourses, floodplains, significant wildlife habitats and fisheries or other important natural features) located on the site as defined in Section 14-526 (b) (1);
			Proposed buffers and preservation measures for significant natural features, as defined in Section 14-526 (b) (1);
			Location , dimensions and ownership of easements, public or private rights of way, both existing and proposed;
			Exterior building elevations.

FINAL PLAN - Level III Site Plan

Applicant Checklist	Planner Checklist	# of Copies	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)
		1	* Completed Application form
		1	* Application fees
		1	* Written description of project
		1	* Evidence of right, title and interest
		1	* Evidence of state and/or federal permits
		1	* Written assessment of proposed project's specific compliance with applicable Zoning requirements
		1	* Summary of existing and/or proposed easements, covenants, public or private rights-of-way, or other burdens on the site
		1	* Evidence of financial and technical capacity
		1	Construction Management Plan
		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))
		1	Stormwater management plan and stormwater calculations
		1	Written summary of project's consistency with related city master plans
		1	Evidence of utility capacity to serve
		1	Written summary of solid waste generation and proposed management of solid waste
		1	A code summary referencing NFPA 1 and all Fire Department technical standards
		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
		1	Manufacturer's verification that all proposed HVAC and manufacturing equipment meets applicable state and federal emissions requirements.

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

- Continued on next page -

		Location of all existing and proposed fire hydrants and a life safety plan in accordance with Section 3 of the Technical Manual;
		Location, sizing, and directional flows of all existing and proposed utilities within the project site and on all abutting streets;
		Location and dimensions of off-premises public or publicly accessible infrastructure immediately adjacent to the site;
		Location and size of all on site solid waste receptacles, including on site storage containers for recyclable materials for any commercial or industrial property;
		Plans showing the location, ground floor area, floor plans and grade elevations for all buildings;
		A shadow analysis as described in Section 11 of the Technical Manual, if applicable;
		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;
		Location and dimensions of all existing and proposed HVAC and mechanical equipment and all proposed screening, where applicable;
		An exterior lighting plan in accordance with Section 12 of the Technical Manual;
		A signage plan showing the location, dimensions, height and setback of all existing and proposed signs;
		Location, dimensions and ownership of easements, public or private rights of way, both existing and proposed.



June 12, 2015

Keith Gautreau, Assistant Chief
City of Portland Fire Department
380 Congress Street
Portland, ME 04101

**Subject: Proposed Redevelopment of Pleasant Avenue Church
3 Pleasant Ave, Portland, Maine
Applicant: Hardypond Development Company, LLC
NFPA 1 Review to Access and Other Fire Department Issues**

Dear Assistant Chief Gautreau:

In accordance with instructions in the City's Site Plan Review packet, please find enclosed the drawing necessary for your review of the former Pleasant Avenue Church site at 3 Pleasant Street for the redevelopment project to construct up to 25 residential apartments for Shalom House. We have listed each item in your checklist below, followed by our response:

➤ **Fire Department Checklist:**

1. Name, address, telephone number of applicant:

Hardypond Development Company, LLC
7 Tee Drive
Portland, Maine 04103
Phone: 207-797-6066
bob@hardypond.com

2. Name address, telephone number of architect:

John Shields
Shields Architecture
216 Range Road
Cumberland, ME 04021
Phone: 207-776-8926
jshields@maine.rr.com

3. Proposed uses of any structures [NFPA and IBC classification]:

The following IBC and NFPA classifications will apply to the Phase III development:

IBC – 2009	NFPA Classification – 2009
R2	Chapter 30

Assistant Chief Keith Gautreau
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4. Square footage of all structures [total and per story]:

BUILDING PROGRAM		
Structure	Total (SF)	Per Story ±
Residential	17,582	1 st Floor – 8,900 SF 2 nd Floor – 5,041 SF 3 rd Floor – 3,641 SF

5. Elevation of all structures:

Building elevations are currently being prepared and will be provided to the Fire Department upon completion.

6. Proposed fire protection of all structures:

All of the structures are proposed to have a sprinkler system. Fire protection is currently provided by an existing onsite hydrant and hydrants within Pleasant Avenue in the vicinity of the site.

7. Hydrant locations:

There is an existing hydrant in front of the building, on the north side of Pleasant Avenue approximately 15' from Forest Avenue.

8. Water main[s] size and location:

The site will be served from the 8" main in Pleasant Avenue.

9. Access to all structures [min. 2 sides]:

The accompanying site plan depicts the site's access conditions that include access to two or more sides of the buildings from the adjacent public streets.

10. A Code Summary shall be included referencing NFPA 1 and all Fire Department Technical Standards.

➤ **NFPA 1 – Chapter 18 Fire Department Access and Water Supply**

18.2 Fire Department Access

The project consists of the re-development of the existing church on the corner of Pleasant Avenue and Forest Avenue. The site has frontage on both of the adjacent streets. Forest Avenue has a paved width of approximately 48 feet adjacent to the site. Pleasant Avenue has a paved width of approximately 40 feet adjacent to the site.

Assistant Chief Keith Gautreau

June 12, 2015

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Per NFPA 1 Chapter 18.2.3.2.1 access is available to within 50 feet of at least one exterior door of the building.

Per NFPA Chapter 18.2.3.2.2 all first story floors are located within 150 feet of an access road.

There is an existing fire hydrant at the front of the church property, on the north side of Pleasant Avenue, approximately 15 feet from the intersection with Forest Avenue. This is shown on the Site Plan. Additional nearby hydrants are located at the corner of Norwood Street and Pleasant Avenue, and on the east side of Forest Avenue, opposite the intersection with Hartley Street.

➤ **City of Portland Technical Manual Section 3 – Public Safety**

Part 3.4 Site Access Standards

3.4.1. Every dead-end roadway more than one hundred fifty (150') feet in length shall provide a turnaround at the closed end. Turnarounds shall be designed to facilitate future street connectivity and shall always be designed to the right (refer to Figure I-5).

Supporting evidence: Not applicable. No dead-end roads exist or are proposed.

3.4.2. Where possible, developments shall provide access for Fire Department vehicles to at least two sides of all structures. Access may be from streets, access roads, emergency access lanes, or parking areas.

Supporting evidence: As depicted on the site plans, the building has access from two sides via the adjacent streets.

3.4.3. Building setbacks, where required by zoning, shall be adequate to allow for emergency vehicle access and related emergency response activities and shall be evaluated based on the following factors:

- *Building Height.*
- *Building Occupancy.*
- *Construction Type.*
- *Impediments to the Structures.*
- *Safety Features Provided.*

Supporting Evidence: The existing Church and Vestry buildings will remain. The connecting breezeway will be removed providing enhanced separation and access for emergency vehicles.

3.4.4. Fire Dept. access roads shall extend to within 50' of an exterior door providing access to the interior of the structure.

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June 12, 2015
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Supporting Evidence: All buildings will be provided with an exterior entrance door that will be within 50' of an adjacent street.

3.4.5. Site access shall provide a minimum of nine (9) feet clearance height to accommodate ambulance access.

Supporting Evidence: Not applicable. Clear access is provided along the two adjacent streets.

3.4.6. Elevators shall be sized to accommodate an 80 x 24 inch stretcher.

Supporting Evidence: There are no elevators proposed for the project.

3.4.7. All structures are required to display the assigned street number. Numbers shall be clearly visible from the public right of way.

Supporting Evidence: The applicant will work with the City's Public Services Division to assign street addresses and numbering to meet City standards.

If you have any questions with the information submitted, please contact our office.

Prepared By:

FAY, SPOFFORD & THORNDIKE



Andrew D. Johnston, P.E.
Principal Engineer

ADJ/smk

Enclosure: Figure C-1 – Conceptual Site
Floor Plans and Elevations prepared by Shields Architecture

c: Bob Gautreau, Hardypond Development Company, LLC



June 2, 2015

Mr. Frank Brancely
City of Portland
Department of Public Services
55 Portland Street
Portland, Maine 04101-2991

**Subject: Proposed Redevelopment of Pleasant Avenue Church
3 Pleasant Ave, Portland, Maine
Wastewater Capacity Application**

Dear Mr. Brancely:

Our office is working as a consultant to Hardypond Development Company, LLC in the site planning and permitting associated with a proposed redevelopment of the former Pleasant Avenue Church in the City of Portland to construct up to 25 residential apartments for Shalom House. The project site is located on Map 130, Lots I-012, I-013, and H-013 according to the City of Portland Tax Assessor’s Maps. On behalf of the developer, we are requesting a letter affirming that the proposed project can be served by the municipal wastewater treatment system.

The project will consist of three buildings with size and use summarized as follows:

Location	Use	Size (SF)
Church	Residential Apartment	17,000±/Above Grade
Vestry	Single-family	2,000±

The accompanying plans indicate the current program proposed.

The project will consist of apartment units in existing and proposed buildings, with estimated daily water uses as follows:

Location	Use	Demand Criteria	Estimated Demand
Church	Residential Apartment	Average Occupancy 1.0/unit @ 70 gal. per person/per day – 25 units at 60 gpd 6 staff @ 15 gpd	1,840 gpd
Vestry	Single-family	Estimated Occupancy 2.5/Unit @ 70 gal. per person/day	175 gpd

FAY, SPOFFORD & THORNDIKE

Mr. Frank Brancely
June 2, 2015
Page 2

Based on this modest amount of flow, we trust that the existing wastewater collection and treatment system has adequate capacity to serve this project. We are in the process of completing the Level III Site Plan Application for a submission to the City Planning Staff and would appreciate your response to the Planning Department.

If you have any questions concerning this request, please contact me.

Sincerely,

FAY, SPOFFORD & THORNDIKE



Andrew D. Johnston, P.E.
Principal Engineer

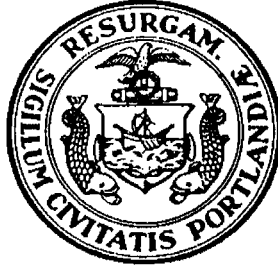
ADJ/smk

Enclosures

c: Robert Gaudreau, Hardypond Development Company, LLC

CITY OF PORTLAND WASTEWATER CAPACITY APPLICATION

Department of Public Services,
55 Portland Street,
Portland, Maine 04101-2991



Mr. Frank J. Brancely,
Senior Engineering Technician,
Phone #: (207) 874-8832,
Fax #: (207) 874-8852,
E-mail: fjb@portlandmaine.gov

Date: June 1, 2015

1. Please, Submit Utility, Site, and Locus Plans.

Site Address: 3 Pleasant Avenue Chart Block Lot Number: 130-I-14

Proposed Use: Residential Apartments

Previous Use: Church (Institutional)

Existing Sanitary Flows: N/A (Vacant) GPD

Existing Process Flows: N/A GPD

Description and location of City sewer that is to receive the proposed building sewer lateral.
15" diameter sewer in Pleasant Avenue

Site Category	Commercial (see part 4 below)	
	Industrial (complete part 5 below)	
	Governmental	
	Residential	X
	Other (specify)	

(Clearly, indicate the proposed connections, on the submitted plans)

2. Please, Submit Contact Information.

City Planner's Name: Barbara Barhydt Phone: 207-874-8699

Owner/Developer Name: Hardypond Development Company, LLC

Owner/Developer Address: 7 Tee Drive, Portland, ME 04103

Phone: 207-797-6066 Fax: _____ E-mail: bob@hardypond.com

Engineering Consultant Name: Fay, Spofford & Thorndike, Attn: Andrew Johnston, P.E.

Engineering Consultant Address: 778 Main Street, Suite 8, South Portland, ME 04106

Phone: 207-775-1121 Fax: 207-879-0896 E-mail: ajohnston@fstinc.com

(Note: Consultants and Developers should allow +/- 15 days, for capacity status, prior to Planning Board Review)

3. Please, Submit Domestic Wastewater Design Flow Calculations.

Estimated Domestic Wastewater Flow Generated: 1,840 GPD

Peaking Factor/ Peak Times: 0

Specify the source of design guidelines: (i.e. "Handbook of Subsurface Wastewater Disposal in Maine,"
"Plumbers and Pipe Fitters Calculation Manual," Portland Water District Records, Other (specify)
TR-16

(Note: Please submit calculations showing the derivation of your design flows, either on the following page, in the space provided, or attached, as a separate sheet)

(See attached letter)

4. Please, Submit External Grease Interceptor Calculations.

Total Drainage Fixture Unit (DFU) Values: N/A - Residential Only
Size of External Grease Interceptor: _____
Retention Time: _____
Peaking Factor/ Peak Times: _____

(Note: In determining your restaurant process water flows, and the size of your external grease interceptor, please use The Uniform Plumbing Code. Note: In determining the retention time, sixty (60) minutes is the minimum retention time. Note: Please submit detailed calculations showing the derivation of your restaurant process water design flows, and please submit detailed calculations showing the derivation of the size of your external grease interceptor, either in the space provided below, or attached, as a separate sheet)

5. Please, Submit Industrial Process Wastewater Flow Calculations

Estimated Industrial Process Wastewater Flows Generated: N/A GPD
Do you currently hold Federal or State discharge permits? Yes No
Is the process wastewater termed categorical under CFR 40? Yes No
OSHA Standard Industrial Code (SIC): <http://www.osha.gov/oshstats/sicser.html>
Peaking Factor/Peak Process Times: _____

(Note: On the submitted plans, please show where the building's domestic sanitary sewer laterals, as well as the building's industrial-commercial process wastewater sewer laterals exits the facility. Also, show where these building sewer laterals enter the city's sewer. Finally, show the location of the wet wells, control manholes, or other access points; and, the locations of filters, strainers, or grease traps)

(Note: Please submit detailed calculations showing the derivation of your design flows, either in the space provided below, or attached, as a separate sheet)

Notes, Comments or Calculation

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LIST OF ATTACHMENTS

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- Section 2: Attachment B – Deed
Attachment C – Letter of Financial Capacity
- Section 3: Attachment D – Correspondence with Utility Companies

LIST OF PLANS

SHEET #	TITLE
C-1.0	COVER SHEET
C-2.0	ALTA/ACSM LAND TITLE SURVEY BY OWEN HASKELL, INC.
C-2.1	SUBDIVISION PLAN
C-3.0	SITE LAYOUT PLAN

1. DEVELOPMENT DESCRIPTION

1.1 PROJECT OVERVIEW

Hardypond Development Company, LLC has acquired the site of the Pleasant Avenue Church with the objective of redeveloping the site and associated properties to construct 25 apartment units for Shalom House. The apartment units will be constructed within the existing church building, which will be modified to reflect current codes, but with sensitivity to the historical character of the structure. The existing rectory building is currently attached to the church via a breezeway. This will be demolished and the property will be divided to provide a separate lot for the existing residence. It is our understanding that this meets the definition of a functional division of the land.

An easement will be provided on Map 130, Lot H-013, opposite the church site to provide parking for the new use. The applicant is requesting a waiver from the City of Portland parking standards on the grounds that, due to the affordable nature of the apartment units and the proximity to public transportation, 0.5 spaces per unit will be sufficient to serve the needs of these future residents.

The project proposes minimal changes to the existing site features and no significant changes to cover conditions, or stormwater runoff.

The objective is to receive approvals for the project before the end of summer 2015, begin work on the project in the fall 2015, and have the first tenant spaces available in late fall 2016.

1.2 PROJECT PURPOSE AND NEED

The proposed project is considered a unique opportunity to transform a vacant landmark property into a dynamic new moderate density residential development within an established neighborhood. The benefits of this project include the following:

- Ø The provision of much needed off-peninsula residential units in a growth area with proximity to public transportation and services.
- Ø Provision of housing stock that meets the needs of all residents of the City.
- Ø The renovation of a currently vacant property, promoting infill development and reducing urban sprawl.
- Ø The preservation of a landmark structure and redeveloping to highest and best use.

1.3 EXISTING CONDITIONS

The existing project site comprises Lot I-012/I-014; the church property with frontage on Pleasant Avenue and Forest Avenue; and Lot H-013 which is the parking lot on the opposite side of Pleasant Avenue.

The church lot area is 22,500 SF \pm and includes the main church building, with a footprint area of 9,000 SF \pm and the rectory building with a footprint area of 1,315 SF \pm . The two structures are currently connected by a breezeway that joins the southwest corner of the church to the northeast corner of the rectory. A small shed/garage is located to the rear of the rectory. There

is a shared driveway that enters the site just east of the rectory building and terminates in two un-striped parking spaces. There is also parking along the Pleasant Avenue street frontage, including a single handicapped space adjacent to the church entrance at the center of the structure. A brick sidewalk leads from the street to the formal entrance to the building at the southeast corner. The remainder of the property is grass lawn, with street trees and small shrub plantings alongside the building. The property slopes in generally southerly and easterly directions towards the adjacent streets. There are no surface inlets and it appears that runoff from the property drains by sheet flow to Pleasant Avenue and Forest Avenue.

Lot H-013, which houses the current parking lot, has a total land area of approximately 10,100 SF. The majority of the lot is paved, with a small hedgerow separating the paved area from the street. The lot slopes gently at a grade of around 2% to a single catch basin located towards the rear of the lot on the eastern side. The pipe from this structure exits towards Pleasant Avenue. There are no other features on the property.

The street conditions adjacent to the property are described as follows:

Street Name	Description	On-street Parking	Condition
Pleasant Avenue	Approximately 40 feet paved width, two-way traffic, bituminous sidewalks both sides.	Yes, on both sides of street.	Moderate, some cracking, and subsidence in sidewalks and pavement.
Forest Avenue	Approximately 47 feet paved width, striped bike lanes on either side, concrete sidewalks on either side.	No	Good, some curb displacement

1.4 PROPOSED DEVELOPMENT

The development program includes the following elements:

1.4.1 ON-SITE

Twenty-five (25) new apartment units are proposed in the redeveloped church building, along with tenant laundry facilities, storage and a community meeting space. The basement of the building will house additional storage, mechanical equipment, and services. The unit breakdown in the building is as follows:

Floor Level	Gross (SF)	Unit (SF)	# Units	Description
Basement	8,900	N/A	None	Mechanical and Service Space
First Floor	8,900	6,847	15	10 efficiencies (1 ADA compliant), 5 one-bed units (1 ADA compliant)
Second Floor	5,041	2,129	5	3 efficiencies, 2 one-bed units
Third Floor	3,641	2,336	5	3 efficiencies, 2 one-bed units

Exterior improvements to the property will be limited and will include the demolition of the existing breezeway connecting the church to the rectory, minor re-configuration of the driveway to provide two ADA accessible parking spaces, the provision of bicycle racks and a small enclosed garden/patio area adjacent to the southeast door.

1.4.2 OFF-SITE

No improvements are proposed to Lot H-013 on the opposite side of the street. An easement will be provided in favor of the new apartment property to allow access and parking at the rear of the parcel.

1.5 LAND ORDINANCE REVIEW

1.5.1 OVERVIEW

The property currently lies within the City of Portland B-2 Community Business Zone and R-5 Residential Zone. The following Space and Bulk requirements apply to the B-2 Community Business Zone:

B-2 Community Business Zone Summary Dimensional and Parking Requirements Applied to Pleasant Avenue Church Redevelopment		
Zoning Requirements	Current B-2 Zoning Standard	Pleasant Avenue Church
Minimum Lot Size	None	13,094 SF
Minimum Street Frontage	20 feet	127.17 feet on Forest Ave 140.02 feet on Pleasant Ave
Front Yard Setback	None	3.6 feet on Forest Ave, 10.0 feet on Pleasant Ave
Rear Yard Setback	10 feet	1.0 feet (existing)
Side Yard Setback	None	28.6 feet existing, 4.5 feet proposed
Front Yard Maximum	No more than 10 feet	10 feet (existing)
Structure Setbacks	Portions of a structure above 35 feet shall be no closer than 5 feet from the side property line and no closer than 15 feet from a rear property line when such a property line abuts a residential zone.	Not applicable – portions of the building greater than 35 feet do not abut a residential zone property line.
Height Maximum	45 feet	Height of existing structure not known (approximately 50 feet).
Maximum Impervious Surface Ratio	For Residential Uses: None	
Minimum Lot Area per Dwelling Unit	Projects with active street frontages* as defined in Section 14-188, 435 square feet.	Area of lot in B2c Zone = 13,094 sf. Units allowed = 13,094/435 = 30. Units proposed = 25
Parking	One space per dwelling unit	The Applicant is requesting a variance from the parking requirement to allow for 0.5 spaces per dwelling unit.

* Active Street Frontage (Section 14-188)

A building will be determined to have an active street frontage upon meeting the following guidelines to the greatest extent practicable as determined by the Planning Board or Planning Authority: the primary building façade shall be within ten feet of the front street line; there shall be no parking on the lot within 35 feet of the front street line; no more than 35% of the first floor primary façade shall consist of access to garages, unutilized space, service entrances, storage or mechanicals, and the remaining 75% shall have an average depth of a minimum of 20 feet for residential or commercial uses; all primary ground floor entries to multi-family buildings must orient to the street, not to interior blocks or parking lots.

The following Space and Bulk requirements apply to the R-5 Residential Zone:

R-5 Residential Zone Summary Dimensional and Parking Requirements Applied to Pleasant Avenue Church Redevelopment – Lot B – Single family Dwelling		
Zoning Requirements	Current R-5 Zoning Standard	Lot B – Rectory
Minimum Lot Size	6,000 SF generally	6,586 SF
Minimum Street Frontage	50 feet	80 feet
Front Yard Setback	20 feet	15.1 feet (existing)
Rear Yard Setback	20 feet	13.4 feet (to new division line)
Side Yard Setback	2 ½ story – 14 feet	3.1 feet (existing)
Height Maximum	35 feet	Height of existing structure not known – approximately 30 feet
Maximum Lot Coverage	40% of lot area	Building coverage = 22.7%
Parking	Two spaces per dwelling unit	Two spaces provided

1.5.2 SHORELAND ZONING

Not applicable. The site is not located within the Shoreland Zoning District.

1.6 STATE AND FEDERAL PERMITS

The project does not require any State or Federal permits other than State Fire Marshall approval. The development is subject to Site Plan and Subdivision review and approval by the City of Portland and will also require a Building Permit(s) through the City Code Enforcement Office.

1.7 EASEMENTS OR OTHER BURDENS

There is an existing mutual access easement over Lot H-013 and the adjacent property to the east. This is shown on the Survey Plan and will remain to service this lot and the new apartment parcel (Lot A). A new easement will be provided to allow use of this parcel for parking to serve Lot A. A parking and access easement is proposed on Lot B to allow for ADA accessible parking for future residents of the redeveloped church property (Lot A), adjacent to the building and entry ramp.

1.8 TRAFFIC

The proposed project will not result in a significant increase in traffic. The Institute of Transportation Engineers Trip Generation Manual (7th Edition) gives a peak hour trip generation rate for apartments of 0.51-0.62 trips per unit. Using these standard figures, the project could be expected to generate approximately 16 trips per peak hour. Given the nature and condition

of Pleasant Avenue and the abutting streets, we foresee no major impacts to the capacity of the vicinity transportation network. No further traffic analysis is currently proposed.

1.9 SOILS/GEOTECHNICAL REVIEW

The proposed project does not involve any new building structures, or any significant site improvements. Therefore, a detailed geotechnical investigation is not warranted.

1.10 NATURAL FEATURES

There are no significant natural features on either of the existing land parcels. Both properties have been developed for a significant period and there is no land that has not been developed or otherwise disturbed.

1.11 UTILITIES AND STORMWATER

The project will re-use existing utility connections to the extent practical. It is anticipated that a new gas service may be installed to serve the rectory building. In addition, upgrades may be required to the water (fire and domestic) services to the church building pending investigation on size, age, and condition of existing piping. Similar upgrades may be required to the building electrical service pending more detailed investigations.

The project does not propose any significant changes to cover conditions across the site and there will be no significant increase in impervious area. The only improvements are related to the provision of two ADA accessible parking spaces at the entrance to the church building. The total site disturbance associated with this work is approximately 2,100 SF. No changes will be made to existing drainage patterns at the site, which currently drains to the municipal drainage system in Pleasant Avenue. Therefore, no new stormwater management measures are proposed.

1.12 ATTACHMENTS

Attachment A – Existing Site Photographs

ATTACHMENT A

Existing Site Photographs



PHOTO 1 – Views of Parking Lot (Map 130, Lot H-13 from street)



PHOTO 2 – View of Parking Lot (Map 130, Lot H-13)



FAY, SPOFFORD & THORNDIKE

778 Main Street, Suite 8
South Portland, ME 04106
Toll Free: 800.835.8666
Main: 207.775.1121
Fax: 207.879.0896

**Existing Site Photographs
Pleasant Avenue Church – Portland, ME
Photos Taken June 16, 2015**



PHOTO 3 – Existing Church Driveway (Map 130, Lots I-12 & I-14)



PHOTO 4 – Existing Breezeway Connecting Church and Rectory



FAY, SPOFFORD & THORNDIKE

778 Main Street, Suite 8
South Portland, ME 04106
Toll Free: 800.835.8666
Main: 207.775.1121
Fax: 207.879.0896

**Existing Site Photographs
Pleasant Avenue Church – Portland, ME
Photos Taken June 16, 2015**



PHOTO 5 – Existing Rectory



PHOTO 6 – Existing Church Building from Pleasant Avenue



FAY, SPOFFORD & THORNDIKE

778 Main Street, Suite 8
South Portland, ME 04106
Toll Free: 800.835.8666
Main: 207.775.1121
Fax: 207.879.0896

**Existing Site Photographs
Pleasant Avenue Church – Portland, ME
Photos Taken June 16, 2015**



PHOTO 7 – Existing Church Building from Corner of Pleasant Avenue and Forest Avenue



PHOTO 8 – Existing Church Building from Pleasant Avenue



FAY, SPOFFORD & THORNDIKE

778 Main Street, Suite 8
South Portland, ME 04106
Toll Free: 800.835.8666
Main: 207.775.1121
Fax: 207.879.0896

**Existing Site Photographs
Pleasant Avenue Church – Portland, ME
Photos Taken June 16, 2015**



PHOTO 9 – Existing Church Building from Forest Avenue



FAY, SPOFFORD & THORNDIKE

778 Main Street, Suite 8
South Portland, ME 04106
Toll Free: 800.835.8666
Main: 207.775.1121
Fax: 207.879.0896

**Existing Site Photographs
Pleasant Avenue Church – Portland, ME
Photos Taken June 16, 2015**

2. TECHNICAL AND FINANCIAL CAPACITY

2.0 TITLE, RIGHT AND INTEREST

The applicant owns the project site. A copy of the Deed is provided in Attachment B.

2.1 TECHNICAL CAPACITY

The applicant has assembled a highly qualified team of professionals to plan, permit, and develop construction documents for the project. The Team is working under the direction of Mr. Robert Gaudreau of Hardypond Development Company, LLC as Project Developer.

The Team services will be provided by the following companies and their respective team leaders:

2.2 CONSULTANT TEAM

<i>Civil Engineer</i>	Andrew D. Johnston, P.E. Fay, Spofford & Thorndike 778 Main Street, Suite 8 South Portland, ME 04106 (207) 775-1121 – Work (207) 879-0896 – Fax (207) 756-9359 – Cell ajohnston@fstinc.com
<i>Surveyor</i>	John Swan Owen Haskell, Inc. 390 US Route 1, Unit 10 Falmouth, Maine 04105 (207) 774-0424 – Work (207) 774-0511 – Fax jswan@owenhaskell.com
<i>Architect</i>	John Shields Shields Architecture 216 Range Road Cumberland, ME 04021 (207) 775-8926 – Work jshields@maine.rr.com
<i>Attorney</i>	N/A
<i>Landscape Architect</i>	N/A
<i>Lighting/Site Electrical</i>	N/A

2.3 EXPERIENCE OF PROJECT TEAM

The team of consultants retained by developer has expertise and experience in the design of similar residential housing projects. Resumes of key personnel for development team can be provided upon request.

2.4 FINANCIAL CAPACITY

The applicant has the means at its disposal for financing the proposed Pleasant Avenue Redevelopment project. A letter of financial capacity for the project is contained in Attachment D.

2.5 CONSTRUCTION COST ESTIMATE

The preliminary project cost is \$2,000,000.

This value is considered preliminary and approximate and is subject to change as building design and project layout is refined.

2.6 ATTACHMENTS

Attachment B – Deed

Attachment C – Letter of Financial Capacity

ATTACHMENT B

Deed

TRUSTEE'S DEED

I/We, JOHN R. DOWNES, SANDRA L. BROOKS, ARTHUR F. SCHASSBERGER, THOMAS G. SHEFFIELD, SUZANNE L. ROBERGE and MARGARET L. SHEFFIELD, Pastor, TRUSTEES of the Clark Memorial United Methodist Church established pursuant to the Agreement of Trust titled Book of Discipline of the United Methodist Church - 2012 (the "Trust"),

for full value and consideration paid,

hereby grant to HARDYPOND DEVELOPMENT COMPANY, LLC, a Maine limited liability company, whose mailing address is 55 Hardy Road, Falmouth, Maine 04105, its successors and assigns forever,

A certain lot or parcel of land with the buildings thereon, situated on the northerly side of Pleasant Avenue and the westerly side of Forest Avenue in the City of Portland, County of Cumberland and State of Maine bounded and described as follows:

Beginning at the intersection of the northerly sideline of Pleasant Avenue with the westerly sideline of Forest Avenue thence, N 84°22'06" W along the northerly sideline of said Pleasant Avenue 220.02 feet to land now or formerly of James F. and Joann McGreal as described in deed book 9759 page 104;

Thence, N 05°37'54" E along land of said McGreal 123.41 feet to land now or formerly of Michael L. Frager as described in deed book 11464/253;

Thence, S 80°54'22" E along land of said Frager, land now or formerly of Caleb C. Bell II deed book 31402 page 242 and land now or formerly of Martha J. Walsh deed book 3413 Page 42 a distance of 163.08 feet to the westerly sideline of Forest Avenue;

Thence, S 21°07'05" E along the westerly sideline of said Forest Avenue 127.17 feet to the northerly sideline of said Pleasant Avenue and the point of beginning containing 22,538 square feet.

For a more particular description of the above described parcel of land see "ALTA/ACSM Land Title Survey 15-19 & 16 Pleasant Avenue Portland, Cumberland County, Maine made for Hardypond Development Company, LLC" by Owen Haskell, Inc.

Basis of bearings: Maine State Plane NAD83

Also conveying another certain lot or parcel of land situated on the southerly side of Pleasant Avenue in the City of Portland, County of Cumberland and State of Maine bounded and described as follows:

Beginning at a point on the southerly sideline of Pleasant Avenue at the northwesterly corner of land now or formerly of Roger S. Zimmerman as described in deed book 4588 page 246, said point being 174.32 feet from the westerly sideline of Forest Avenue on a course of N 84°22'06"W;

Thence, S 05°37'54" W along land of said Zimmerman 157.73 feet to land now or formerly of Andrew Pixley and Rebecca Wertheimer as described in deed book 27033 page 168;

Thence, N 81°07'27" W along land of said Pixley and Wertheimer and land now or formerly of John T. and Kelly J. Clancy-Jenkins as described in deed book 8671 page 257 a distance of 65.10 feet to other land of Clark Memorial Methodist Church;

MAINE REAL ESTATE TAX PAID

Thence, N 05°37'54" E along other land of said Clark Memorial Methodist Church 154.04 feet to the southerly sideline of said Pleasant Avenue;

Thence, S 84°22'06" E along the southerly sideline of said Pleasant Avenue 65.00 feet to land of said Zimmerman and the point of beginning containing 10,133 square feet.

The above described parcel of land is subject to and benefited by easements as described in deed book 4588 page 246.

For a more particular description of the above described parcel of land see "ALTA/ACSM Land Title Survey 15-19 & 16 Pleasant Avenue Portland, Cumberland County, Maine made for Hardypond Development Company, LLC" by Owen Haskell, Inc.

Basis of bearings: Maine State Plane NAD83

Each of the Trustees as listed above hereby warrants and covenants that they have full authority under the terms of the Trust to execute this deed and to convey the hereinabove described Trust property, that no actions are pending with respect to this Trust which could affect the Trustees' ability to convey the Trust property.

Dated: May 15, 2015

Trustees of the Clark Memorial
United Methodist Church

John R. Downes
John R. Downes, Trustee

Sandra L. Brooks
Sandra L. Brooks, Trustee

Arthur F. Schassberger
Arthur F. Schassberger, Trustee

Thomas G. Sheffield
Thomas G. Sheffield, Trustee

Suzanne L. Roberge
Suzanne L. Roberge, Trustee

Margaret L. Sheffield
Margaret L. Sheffield, Pastor, Trustee

State of Maine
County of Cumberland, ss.

May 15, 2015

Personally appeared the above-named John R. Downes, Trustee under the above-described Trust, and acknowledged the foregoing instrument to be his free act and deed in his said capacity.

Before me,



Notary Public

Print Name: _____

My Commission Expires: **ROBYN A. PEARCE**
Notary Public, Maine

My Commission Expires November 23, 2017

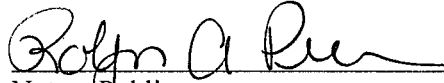
SEAL

State of Maine
County of Cumberland, ss.

May 15, 2015

Personally appeared the above-named Sandra L. Brooks, Trustee under the above-described Trust, and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me,



Notary Public

Print Name: _____

My Commission Expires: _____

ROBYN A. PEARCE
Notary Public, Maine
My Commission Expires November 23, 2017

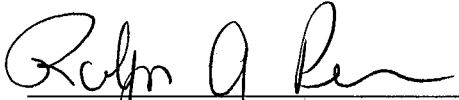
SEAL

State of Maine
County of Cumberland, ss.

May 15, 2015

Personally appeared the above-named Arthur F. Schassberger, Trustee under the above-described Trust, and acknowledged the foregoing instrument to be his free act and deed in his said capacity.

Before me,



Notary Public

Print Name: _____

My Commission Expires: _____

ROBYN A. PEARCE
Notary Public, Maine
My Commission Expires November 23, 2017

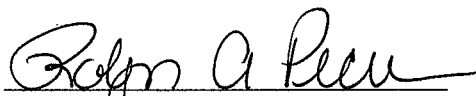
SEAL

State of Maine
County of Cumberland, ss.

May 15, 2015

Personally appeared the above-named Thomas G. Sheffield, Trustee under the above-described Trust, and acknowledged the foregoing instrument to be his free act and deed in his said capacity.

Before me,



Notary Public

Print Name: _____

My Commission Expires: _____

ROBYN A. PEARCE
Notary Public, Maine

My Commission Expires November 23, 2017

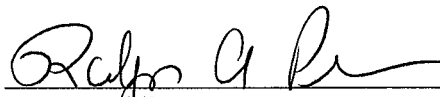
SEAL

State of Maine
County of Cumberland, ss.

May 15, 2015

Personally appeared the above-named Suzanne L. Roberge, Trustee under the above-described Trust, and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me,



Notary Public

Print Name: _____

My Commission Expires: _____

ROBYN A. PEARCE
Notary Public, Maine

My Commission Expires November 23, 2017

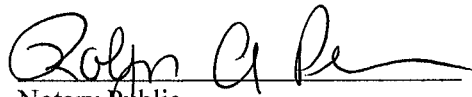
SEAL

State of Maine
County of Cumberland, ss.

May 15, 2015

Personally appeared the above-named Margaret L. Sheffield, Pastor, Trustee under the above-described Trust, and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me,



Notary Public

Print Name: _____

My Commission Expires: _____

ROBYN A. PEARCE
Notary Public, Maine

My Commission Expires November 23, 2017

SEAL

Received
Recorded Register of Deeds
May 15, 2015 02:08:50P
Cumberland County
Nancy A. Lane

ATTACHMENT C

Letter of Financial Capacity



Bank

America's Most Convenient Bank®

TD Bank, N.A.
One Portland Square
P.O. Box 9540
Portland, ME 04112-9540
T: 207-761-8600 F: 207-761-8660
www.tdbank.com

June 11, 2015

City of Portland
389 Congress Street
Portland, Maine 04101

RE: Hardypond Development Company, LLC – Proposed Pleasant Avenue Project

To Whom it May Concern:

TD Bank, NA (the "Bank") has completed a preliminary review of Hardypond Development Company, LLC's (the "Company") proposed project to be located at the former Clark Methodist Church on Pleasant Avenue in Portland. Based on the Bank's knowledge of the project, and the longstanding satisfactory relationship with Bob Gaudreau and Hardypond, we believe that the Company and its principal possess the financial capacity to successfully complete the proposed project.

Please do not hesitate to call me at (207) 828-7026 should you have any questions.
Thank you.

Sincerely,

Ellen Niewoehner
Vice President
Commercial Lending

3. CONFORMITY WITH APPLICABLE DESIGN STANDARDS

The following statement is made in accordance with the City of Portland Code of Ordinances, Chapter 14 Land Use, Article V Section 14-526.

3.1 OVERVIEW

This project conforms with all the applicable design standards of Section 14-526 as demonstrated in the following narrative.

(a) Transportation Standards

1. Impact on Surrounding Street Systems:

The development will fit in with the existing street system, as it will use existing driveways on Pleasant Avenue. Based on the number of residential units proposed, and the limited car ownership anticipated, the project is expected to have an insignificant impact on traffic in the neighborhood. The proximity of the site to public transportation and the adjacent bikeway on Forest Avenue are major assets to the project.

2. Access and Circulation:

a. Site Access and Circulation.

- (i) Access to the former church site is provided via the existing driveway on Pleasant Avenue. This will function in the same manner as the existing driveway. There is no provision for circulation on the property.

Access to the small parking lot on Lot H-013 will be via the existing driveway and shared easement with the abutting property. The parking lot layout is designed in accordance with the City Technical Standards.

- (ii) Access and egress have been designed to avoid conflicts with existing turning movements and traffic flows to the extent practicable.

- (iii) The site does not feature drive up services as mentioned in this requirement.

- (iv) Site access has been designed so as not to impede potential future connection to adjacent streets.

b. Loading and Servicing.

- (i) Not required. There is adequate area along Pleasant Avenue for infrequent periods of loading/unloading associated with residents moving in or out of units.

c. Sidewalks.

- (i) There are existing sidewalks on both sides of Pleasant Avenue and along the eastern side of Forest Avenue abutting the site.

(ii) The adjacent sidewalks appear to be in serviceable condition.

(iii) There are existing internal sidewalks leading to the building entries. These will remain.

3. Public Transit Access:

a. The development will be served by the existing No. 2 Metro service route with a stop directly adjacent to the property on Forest Avenue.

b. A new Transit stop is not proposed.

c. A new transit stop is not proposed. The existing stop will service the development.

d. Waiver: The applicant requests a waiver from the transit facility requirement.

4. Parking:

a. Location and Required Number of Vehicle Parking Spaces:

(i) The applicant requests a waiver from the standard parking requirement for this project under Section 14-332.2 of the ordinance. 14-332.2 (b) allows incentives for affordable housing units for rent or sale. Under this provision, the Planning Board may establish a parking requirement for affordable housing units that is less than one parking space per unit. The applicant is proposing to provide a total of fourteen (14) parking spaces for the project. Two (2) ADA spaces will be provided adjacent to the building entrance. A further twelve (12) parking spaces will be provided in the lot on the opposite side of the street.

(ii) The applicant has not prepared a TDM strategy.

(iii) The development does not propose to provide more than the minimum required parking.

(iv) Parking spaces and aisles have been designed to meet the applicable section of the Technical Design Manual.

(v) The project does not propose temporary parking.

b. Location and Required Number of Bicycle Parking Spaces:

(i) The project will provide ten (10) bicycle parking spaces at the front entrance to the building on Pleasant Avenue.

c. Motorcycles and Scooter Parking:

(i) The project does not propose any motorcycle or scooter parking.

d. Snow Storage:

(i) Snow storage management will employ two approaches.

1. There is space on the main site and the parking lot site to plow moderate amounts of snow to the perimeters of the site.
 2. In the event of excessive snow accumulation, provision will be made for removal and off-site snow disposal.
5. Transportation Demand Management (TDM):
- a. A TDM plan is not required for the project.

(b) Environmental Quality Standards

1. Preservation of Significant Natural Features:
 - a. The existing site retains no prominent significant natural features therefore no issue related to the preservation of these features applies.
 - b. The applicant is not requesting a waiver from this standard.
2. Landscaping and Landscaping Preservation:
 - a. Landscape Preservation.
 - (i) The site's existing tree population will be maintained.
 - (ii) Not applicable.
 - (iii) Adequate measures to protect existing vegetation during construction will be provided.
 - (iv) The applicant will not require a waiver from this standard.
 - b. Site Landscaping.
 - (i) Landscaped Buffers:
 - (a) There are no observable service or loading areas. The proposed dumpster area will have an enclosure for screening consisting of either wood or PVC.
 - (b) The development will be designed to meet the understory planting requirements of Section 4 of the Technical Manual. The project landscape architect is currently reviewing the existing site plant material suitable for reuse and landscape understory compliance.
 - (c) Not applicable.
 - (d) The Applicant intends to preserve the site landscaping to the extent practicable.

(ii) Parking Lot Landscaping:

- a) The existing pavement and landscaping on Lot D will remain. No changes are proposed to this area.
- b) Not applicable.
- c) Not applicable.

(iii) Not applicable.

3. Water Quality, Stormwater Management and Erosion Control:

a. Stormwater:

- (i) All stormwater draining onto the site from adjacent properties will be accounted for in the pipe sizing and redirection to a new discharge location as necessary. Runoff from the site will continue to be directed to the City's storm drainage systems in the streets.
- (ii) All stormwater runoff is proposed to discharge to the City street systems. The project will not adversely impact adjacent lots or the City street system.
- (iii) All stormwater runoff is proposed to discharge to the City street systems. The project will not adversely impact adjacent lots or the City street system.
- (iv) All stormwater runoff is proposed to discharge to the City street systems. The project will not adversely impact adjacent lots or the City street system.

b. The Stormwater Management Plan will meet the requirements and goals stated in Section 5 of the Technical Manual.

c. The project is not located in a watershed of an urban impaired stream as listed by the MeDEP.

d. N/A

e. The project is serviced by both a public wastewater system and public drainage system. The project will not pose a risk of groundwater contamination.

f. The project will be connected to the public sanitary sewer system which is adequately sized for the project flows.

(c) Public Infrastructure and Community Safety Standards.

1. Consistency with City Master Plans:

- a. The project has been designed to be consistent with the City's Zoning Ordinance and off-site infrastructure.
- b. Not applicable.

2. Public Safety and Fire Prevention:

- a. The site has been designed to promote safe and inviting public and residential access.
- b. No changes to emergency access conditions within the surrounding streets is proposed.
- c. Fire hydrants are located within the adjacent street system. The renovated church building will be fully sprinklered.

3. Availability and Adequate Capacity of Public Utilities:

- a. The applicant will secure letters from all applicable utilities stating their ability to serve this project. Copies of correspondence with utilities are provided in Attachment D.
- b. All on site electrical lines will be underground.
- c. All new utility infrastructures will meet the provisions of the Technical Manual.
- d. The project has an existing sewer service connection.
- e. The sanitary sewer collection system meets all applicable sections of the Technical Manual. A stormwater management system is not required based on the project size.
- f. The project will use an interior trash enclosure to store trash and recyclables temporarily until a contracted waste management company can pick up and dispose of the solid waste from the street.

(e) Site Design Standards.

1. Massing, Ventilation and Wind Impact:

- a. The bulk, location and height of the existing building does not result in adverse impacts to abutting properties.
- b. HVAC venting is proposed to be directed to the building roof and directed away from public spaces.

2. Shadows:

- a. The development is located in the B-2 and R-5 Zones and this standard is not applicable to existing structures.

3. Snow and Ice Loading:

- a. The proposed building is located such that accumulated snow and ice will not fall onto adjacent properties or public ways.

4. View Corridors:
 - a. The project site is located outside the Downtown Vision View Corridor Protection Plan.
5. Historic Resources:
 - a. The development is not located in a historic district, historic landscape district or City designated landmark.
 - b. The development is not located adjacent to or within 100 ft. of a designated landmark, historic district, or historic landscape district.
 - c. There are no known archaeological resources on the site.
6. Exterior Lighting:
 - a. Site Lighting.
 - (i) Exterior lighting will be designed to meet the requirements of Section 12 of the Technical Manual. No new pole lights are proposed.
7. Noise and Vibration:

The project noise levels will be designed to meet the permitted levels as outlined in the B-2 and R-5 Zones. All HVAC and mechanical equipment is proposed to be mounted on the roof.
8. Signage and Wayfinding:
 - a. All street and wayfinding signage shall meet the requirements of the Manual on Uniform Traffic Devices (MUTCD) and Division 22 of the City Code.
 - (i) The project is not located in a historic district or subject to Article IX.
 - (ii) Not applicable.
 - (iii) All street and wayfinding signage shall meet the requirements of the Manual on Uniform Traffic Devices (MUTCD) and Division 22 of the City Code.
9. Zoning Related Design Standards:
 - a. The project is designed to be a moderate density development with multiple story building, and the associated driveway and utility improvements.

3.2 ATTACHMENTS

Attachment D – Correspondence with Utility Companies

ATTACHMENT D

Correspondence with Utility Companies



6/4/2015

Andrew Johnston
Fay, Spofford & Thorndike
South Portland, Maine 04106

Sent via email to: AJohnston@fstinc.com

RE: Ability to Serve Letter 3 Pleasant Avenue Redevelopment project, Portland, ME.

Dear Mr. Johnston:

CMP has the ability to serve the proposed project located at 3 Pleasant Avenue in Portland, Maine, in accordance with our CMP Handbook (web link below). We can provide you the desired pad or pole mounted transformers per your request and city approval, in accordance with our CMP Standards Handbook. If you have any questions on the process, or need help in completion of the documents, please feel free to contact me.

New Service Milestones

- Call 1-800-565-3181 to establish a new account and an SAP work order.
- Submit any electronic drawings (PDF (preferred) or DWG files) of the site layout and proposed electrical connections if you have them.
- Submit Load information. Please complete this CMP spreadsheet using load information
- Submit the easement information worksheet. Please complete this CMP form and either email or fax back to us.
- Preliminary meetings with CMP to determine the details of job
- Field planner design appointment to cost out job and develop CMP Invoice.
- Submit invoice for payment.
- Easements signed and payment received.
- Job scheduled for completion after the electrical inspection has been received.

This process can take several months, depending upon several factors including transformer delivery, potential substation upgrades, return of completed paperwork, and other jobs in the system that may be ahead of yours. In addition, contact with the other utilities, including telephone and cable, should be commenced as soon as practical. They may have additional work or charges in addition to the CMP work required to bring your project on line.

For your convenience, here is a link to the CMP Website which contains our Handbook with details on most service requirements:

162 Canco Road Portland, ME 04103
Tel (800) 750-4000
207-842-2367 office
207-458-0382 cell
207-626-4082 fax

www.cmpco.com



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[CMP Handbook of Standard Requirements](http://www.cmpco.com/MediaLibrary/3/6/Content%20Management/YourAccount/PDFs%20and%20Docs/handbook.pdf)

(<http://www.cmpco.com/MediaLibrary/3/6/Content%20Management/YourAccount/PDFs%20and%20Docs/handbook.pdf>)

If you have any questions, please contact me.

Regards,

A handwritten signature in black ink that reads "Jamie Cough". The signature is written in a cursive, flowing style.

Jamie Cough
Energy Services Advisor
Central Maine Power Company
162 Canco Road
Portland, ME 04103
207-842-2367 office
207-458-0382 cell
207-626-4082 fax

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207-626-4082 fax

www.cmpco.com



An equal opportunity employer



June 1, 2015

Mr. Jamie Cough
Central Maine Power
162 Canco Road
Portland, ME 04103

**Subject: Proposed Redevelopment of Pleasant Avenue Church
3 Pleasant Ave, Portland, Maine
Request for Ability to Serve**

Dear Mr. Cough:

Our office is working as a consultant to Robert Gaudreau on the site planning and permitting associated with a proposed redevelopment of the former Pleasant Avenue Church in the City of Portland to construct up to 25 residential apartments for Shalom House. The project site is located on Map 130, Lots I-012 and I-014 according to the City of Portland Tax Assessor's Maps. On behalf of the developer, we would like to verify CMP's ability to provide power for the project and determine any impact fees, or infrastructure improvements that may be required to serve the site.

The project will consist of renovating two existing buildings with size and use summarized as follows:

Location	Use	Size (SF)
Church	Residential Apartment	17,000±
Vestry	Single-family	2,000±

The buildings will include an underground service extension into each building. Three Phase power is desired. On behalf of the developer, we are requesting a letter affirming that the proposed project can be served by the CMP supply system.

We trust that the existing power supply system has adequate capacity to serve this project. We are in the process of completing the Preliminary Level III Site Plan Application for a submission to the City Planning Staff and we would appreciate your confirmation of site conditions.

We look forward to your review of this request and a summary of your findings and any updated cost projections for the project you may be able to provide. Please include in your assessment for any costs that could be associated with the following:

- Upgrades to nearby CMP infrastructure
- All onsite overhead and underground improvements
- Impact fees or connection fees
- CMP engineering costs

FAY, SPOFFORD & THORNDIKE

Mr. Jamie Cough
June 1, 2015
Page 2

If you have any questions concerning this request, please contact me.

Sincerely,

FAY, SPOFFORD & THORNDIKE



Andrew D. Johnston
Principal Engineer

ADJ/smk

Enclosure: Figure C-1 – Conceptual Site

c: Bob Gaudreau

R:\SP-M167 Shalom House - Portland, ME\Admin\Correspondence Out\Ability to Serve\SP-M167 2015.06.01 Cough-CMP.doc



June 4, 2015

Fay, Spofford & Thorndike
Andrew D. Johnston
Principal Engineer

**Re: Proposed Redevelopment of Pleasant Avenue Church
3 Pleasant Ave, Portland Maine**

Dear Mr. Johnston:

Thank you for your interest in using natural gas for the above referenced project.

Unitil has natural gas in the vicinity of this project to provide additional gas service. Both Forest Ave and Pleasant Ave are part of Unitil's S.U.R.E Project, scheduled for upgrade from cast iron to plastic in 2020. The evaluation to complete the design, costs and determining what the customer contribution may be, if any, can be completed once Unitil receives the completed design in pdf. Unitil welcomes the opportunity for further discussions regarding this project.

If you have any further questions or require additional information, please contact me directly at (207) 541-2536 or at Harmon@unitil.com.

Sincerely,

Bridget L. Harmon
Business Development Representative
Customer Energy Solutions
(o) 207-541-2536 (f) 207-541-2586

ME GAS CUSTOMER ENERGY SOLUTIONS
1075 Forest Avenue
Portland, ME 04103-3586

T 207-541-2508 www.unitil.com



June 1, 2015

Ms. Kelly Fowler
Unitil Service Corp.
PO Box 3586
1075 Forest Avenue
Portland ME 04103

**Subject: Proposed Redevelopment of Pleasant Avenue Church
3 Pleasant Ave, Portland, Maine
Ability to Serve Project with Natural Gas**

Dear Ms. Fowler:

Our office is working as a consultant to Robert Gaudreau on the site planning and permitting associated with the redevelopment of the former Pleasant Avenue Church in the City of Portland to construct up to 25 residential apartments for Shalom House. The project site is located on Map 130, Lots I-012 and I-014 according to the City of Portland Tax Assessor's Maps. The mechanical subcontractor estimates that the gas load for the new apartments will be approximately 1,000,000 BTU/HR. On behalf of the developer, we would like to verify Unitil's ability to provide natural gas services for the project and to determine any impact fees.

At this time, I would request a written letter stating Unitil has the ability to serve the proposed development. Specifically, our office is interested in a letter from you indicating the following:

- The ability of Unitil to serve the project.
- Any connection service or impact fees.
- Notification of any Unitil plans for or recent upgrade the service in this area.
- Engineering and/or construction upgrade fees required to extend the main to the project development area.

If you have any questions concerning this request, please contact me.

Sincerely,

FAY, SPOFFORD & THORNDIKE

A handwritten signature in blue ink, appearing to read 'A. Johnston', is written over the printed name.

Andrew D. Johnston
Principal Engineer

ADJ/smk

Enclosure: Figure C-1 – Conceptual Site

c: Bob Gaudreau

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June 1, 2015

MEANS Group
Portland Water District
225 Douglass Street
P.O. Box 3553
Portland, Maine 04104-3553

**Subject: Proposed Redevelopment of Pleasant Avenue Church
3 Pleasant Ave, Portland, Maine
Water Supply Ability to Serve**

Dear Coordinator:

Our office is working as a consultant to Robert Gaudreau on the site planning and permitting associated with a proposed redevelopment of the former Pleasant Avenue Church in the City of Portland to construct up to 25 residential apartments for Shalom House. The project site is located on Map 130, Lots I-012 and I-014 according to the City of Portland Tax Assessor’s Maps. On behalf of the developer, we would like to verify the Portland Water District’s ability to provide domestic and fire supply water for the project and determine any impact fees, or infrastructure improvements that may be required to serve the site.

The project will consist of apartment units in existing buildings, with estimated daily water uses as follows:

Location	Use	Demand Criteria	Estimated Demand
Church	Residential Apartment	Average Occupancy 1.0/unit @ 70 gal. per person/per day – 25 units at 60 gpd 6 staff @ 15 gpd	1,840 gpd
Vestry	Single-family	Estimated Occupancy 2.5/Unit @ 70 gal. per person/day	175 gpd

The church building will have a fire protection sprinkler system; however, at this time, the size and flow requirements for the fire service have not yet been determined.

We are preparing an application to the City for Level III Site Plan Review, and are seeking to provide documentation indicating the District’s ability to provide water supply to this project.

FAY, SPOFFORD & THORNDIKE

MEANS Group
June 1, 2015
Page 2

If you have any questions concerning this request, please contact me.

Sincerely,

FAY, SPOFFORD & THORNDIKE

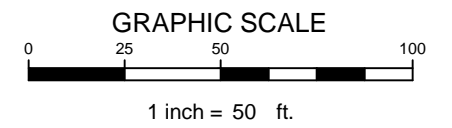
A handwritten signature in blue ink, appearing to read "Andrew D. Johnston".

Andrew D. Johnston
Principal Engineer

ADJ/smk

Enclosure – Figure C-1 – Conceptual Site

c: Bob Gaudreau



FAY, SPOFFORD & THORNDIKE
 ENGINEERS • PLANNERS • SCIENTISTS
 778 MAIN ST, SUITE 8, SOUTH PORTLAND, ME 04106

DRAWN:	PBF	DATE:	05.01.2015
DESIGNED:	AJ	SCALE:	1"=50'
CHECKED:	AJ	JOB NO.:	SP-M167
FILE NAME:	SP-M167-SITE		

SHALOM HOUSE
 PORTLAND, MAINE

CONCEPTUAL SITE

FIGURE
 C-1