

**CITY OF PORTLAND, MAINE**

**PLANNING BOARD**

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January 19, 2018

Matthew D. Teare, Director of Development  
Sea Coast Properties/Sea Coast at Baxter Woods Assoc.  
LLC  
20 Blueberry Lane  
Falmouth, ME 04105

Frederick Licht, PE, LSE  
Licht Environmental Design, LLC  
35 Fran Circle  
Gray, ME 04039

**Project Name:** “Building 1” (21 units), Sea Coast at Baxter Woods Planned Senior Community  
(Lot 4)

**Project ID:** #2017-188

**Address:** 583- 605 Stevens Avenue

**CBL:** 136 E006001

**Applicant:** Sea Coast at Baxter Woods Associates, LLC

**Planner:** Jean Fraser

Dear Sirs:

On January 9, 2018, the Planning Board considered the proposal for the construction of a four story 21-unit residential building between the Motherhouse and Baxter Woods on Stevens Avenue. The Planning Board reviewed the proposal for conformance with the standards of the Subdivision and Site Plan ordinances. The Planning Board voted unanimously (5-0; Dundon absent; Eaton recused) to approve the application with the following waiver and conditions as presented below:

**A. Waivers**

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 January 9, 2018 for application #2017-188 (583-605 Stevens Avenue) relevant to Portland’s technical and design standards and other regulations; and the testimony presented at the Planning Board hearing:

1. The Planning Board voted unanimously (5-0; Dundon absent; Easton recused) that it finds, based upon the consulting traffic engineer’s review ([Attachment 2](#)), that extraordinary conditions exist or undue hardship may result from strict compliance with the Technical Manual Section 1.14 *Parking Lot and Parking Space Design*. The Planning Board waives the *Technical Manual* standard

(Technical Manual Section 1.14) to allow the parking aisle to be 22 feet wide as supported by the Traffic Engineering reviewer.

## **B. Inclusionary Zoning**

The Planning Board voted unanimously (5-0; Dundon absent; Easton recused) that it finds that the proposed development is in conformance with the standards of the land use code and approves the application, based on the confirmation from the Housing Program Manager dated 10.20.2017 that the applicant is creating affordable housing beyond the provisions of Division 30, Section 14-487.

## **C. Subdivision Review**

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 January 9, 2018 for application #2017-188 (583-605 Stevens Avenue) relevant to the subdivision regulations; and the testimony presented at the Planning Board hearing:

The Planning Board voted unanimously (5-0; Dundon absent; Easton recused) that it finds the plan is in conformance with the subdivision standards of the land use code and approves the application, subject to the following conditions of approval, which must be met prior to the signing of the plat:

- i. The applicant shall submit a final subdivision plat for review and approval by Corporation Counsel, the Department of Public Works, and the Planning Authority;
- ii. The subdivision plat and Condominium Association documents shall include confirmation that the bench for bus passengers will be maintained;
- iii. The Condominium Association documents shall be finalized to the satisfaction of the Associate Corporation Counsel and Planning Authority;
- iv. That the applicant shall submit an easement and final design details for the bench for bus passengers, for review and approval by the Associate Corporation Counsel and Planning Authority

## **D. Site Plan Review**

On the basis of the application, plans, reports and other information submitted by the applicant, findings and recommendations contained in Planning Board report for the public hearing on January 9, 2018 for application #2017-188 (583-605 Stevens Avenue) relevant to the Site Plan Ordinance and other regulations and the testimony presented at the Planning Board hearing:

The Planning Board voted unanimously (5-0; Dundon absent; Easton recused) that it finds the plan is in conformance with the site plan standards of the land use code, subject to the following conditions:

- i. That the MDP Conditions of Approval that requires a Traffic Monitoring Study and Parking Monitoring Study prior to submission of site plan applications for each phase after the Motherhouse, be postponed until a future time to be agreed with the Planning Authority.

- ii. That the applicant shall implement the following improvements in the ROW prior to the issuance of a Certificate of Occupancy for the new building:
  - a. Implementation of a 50 feet No Parking Zone on Stevens Avenue at the Motherhouse egress driveway to enhance safety by improving sight distance. Final details of the Zone shall be reviewed and approved by the City prior to implementation;
  - b. Installation of a crosswalk on the south side of Stevens Avenue at Walton Street, to include all works associated with a fully installed ADA compliant crossing and shall include, but not limited to, traffic signal equipment, sidewalk ramps, pavement markings, and signage.
- iii. That the applicant shall submit revised plans and details to address the comments of the Peer Engineer Lauren Swett dated January 4, 2018 and the DPW Senior Engineer Keith Gray dated January 5, 2018, for review and approval prior to the issuance of a Building Permit;
- iv. That the applicant shall provide additional information regarding the lighting in the patio and parking areas to address the question of impacts on wildlife and introduce screening of these areas from Baxter Woods, for review and approval prior to issuance of a Building Permit.
- v. That any work within Baxter Woods shall require the submission of plans/details for review and approval by the City Arborist and Planning Authority prior to implementation.
- vi. That the details of any external proposed HVAC and similar mechanical equipment shall be submitted for review and approval by the Planning Authority prior to the issuance of a Building Permit.
- vii. That the Construction Management Plan shall be revised for review and approval by the Planning Authority and the Department of Public Works prior to the issuance of a building permit, to address the Fire Department (Robert Thompson) comments dated 10.20.2017 and to confirm that the entrance from Stevens Avenue will be reconsidered at the time of a Pre-construction Meeting to ensure it can accommodate the construction vehicles.
- viii. That the Wastewater Capacity letter shall be submitted prior to the issuance of a building permit.

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 #2017-188 which is attached.

### **Standard Conditions of Approval**

Please Note: The following standard conditions of approval and requirements apply to all approved site plans:

1. Subdivision Recording Plat A revised recording plat, listing all conditions of subdivision approval, must be submitted to the Planning and Urban Development Department for review. Once approved, the plat shall be signed by the Planning Board 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.

2. Subdivision Waivers Pursuant to 30-A M.R.S.A. section 4406(B)(1), any waiver must be specified on the subdivision plan or outlined in a notice. The plan or notice must be recorded in the Cumberland County Registry of Deeds within 90 days of the final subdivision approval.
3. 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 Planning Authority pursuant to the terms of Chapter 14, Land Use, of the Portland City Code.
4. 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 Permitting and Inspections Department.
5. 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.
6. Stormwater Agreement The applicant and all assigns shall comply with the conditions of Chapter 32 stormwater including Article III, post-construction storm water management, which specifies the annual inspections and reporting requirements. The developer/contractor/subcontractor shall comply with conditions of the submitted construction stormwater management plan and sediment and erosion control plan prepared by Licht Environmental Design LLC dated 12-15-17 amended 12-18-17 based on City standards and State guidelines. A Stormwater Maintenance Agreement for the stormwater drainage system shall be prepared as based on the attached template and submitted for approval to the Planning Authority. The approved Agreement shall be signed and recorded prior to the issuance of a Certificate of Occupancy with a copy to the Planning Authority and Department of Public Works.
7. Performance Guarantee and Inspection Fees A performance guarantee covering the site improvements, inspection fee payment of 2.0% of the guarantee amount and four (4) final sets of plans must be submitted to and approved by the Planning and Urban Development Department and Public Works Department prior to the release of a building permit, street opening permit or certificate of occupancy for site plans. If you need to make any modifications to the approved plans, you must submit a revised site plan application for staff review and approval.
8. Defect Guarantee A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
9. Preconstruction Meeting Prior to the release of a building permit or site construction, a pre-construction meeting shall be held at the project site. This meeting will be held with the contractor, Development Review Coordinator, Public Works representative and owner to review

the construction schedule and critical aspects of the site work. At that time, the Development Review Coordinator will confirm that the contractor is working from the approved site plan. The site/building contractor shall provide three (3) copies of a detailed construction schedule to the attending City representatives. It shall be the contractor's responsibility to arrange a mutually agreeable time for the pre-construction meeting.

10. Construction Management Plans The applicant, contractor and subcontractors are required to conform to the approved Construction Management Plan, and all conditions contained within the project's approval, for the entire duration of the project. Any amendments to the approved Construction Management Plan shall be reviewed and approved by the Department of Public Works prior to the execution. The Planning Authority and the Department of Public Works have the right to seek revisions to an approved Construction Management Plan. The applicant shall coordinate the project's construction schedule with the timing of nearby construction activities to avoid cumulative impacts on a neighborhood and prevent unsafe vehicle and pedestrian movements. Accordingly, nearby construction activities could involve a delay in the commencement of construction.
11. Department of Public Works Permits If work or obstructions will occur within the public right-of-way, such as utilities, curb, sidewalk, driveway construction, site deliveries and equipment siting, a Street Opening and/or Occupancy Permit (s) is required for your site. Please contact the Department of Public Works Permit Clerk at 874-8300, ext. 8828. (Only excavators licensed by the City of Portland are eligible.)
12. As-Built Final Plans Final sets of as-built plans shall be submitted digitally to the Planning and Urban Development Department, on a CD or DVD, in AutoCAD format (\*.dwg), release AutoCAD 2005 or greater.
13. Mylar Copies Mylar copies of the as-built drawings for the public streets and other public infrastructure in the subdivision must be submitted to Public Works prior to the issuance of a certificate of occupancy.

The Development Review Coordinator must be notified five (5) working days prior to the date required for final site inspection. The Development Review Coordinator can be reached at the Planning and Urban Development Department at 874-8632. All site plan requirements must be completed and approved by the Development Review Coordinator prior to issuance of a Certificate of Occupancy. Please schedule any property closing with these requirements in mind.

If there are any questions, please contact Jean Fraser at (207)874-8728 or [jf@portlandmaine.gov](mailto:jf@portlandmaine.gov).

Sincerely,



Elizabeth Boepple, Chair  
Portland Planning Board

**Attachments:**

1. Fire Department (Robert Thompson) comments 10.20.17
2. Traffic Engineer (Tom Errico) comments 1.5.18
3. Peer Engineer (Lauren Swett) comments 1.4.18
4. DPW Senior Engineer (Keith Gray) comments 1.5.18
5. Planning Board Report for 1.9.18 PB Hearing
6. City Code, Chapter 32
7. Sample Stormwater Maintenance Agreement
8. Performance Guarantee Packet

**Electronic Distribution:**

cc: Jeff Levine, AICP, Director of Planning and Urban Development  
Stuart G. O'Brien, City Planning Director, Planning and Urban Development  
Barbara Barhydt, Development Review Services Manager, Planning and Urban Development  
Jean Fraser, Planner, Planning and Urban Development  
Philip DiPierro, DRC, Planning and Urban Development  
Mike Russell, Director of Permitting and Inspections  
Ann Machado, Zoning Administrator, Permitting and Inspections  
Jonathan Rioux, Deputy Director, Permitting and Inspections  
Jeanie Bourke, Plan Reviewer/CEO, Permitting and Inspections  
Chris Branch, Director of Public Works  
Keith Gray, Senior Engineer, Public Works  
Doug Roncarati, Stormwater Coordinator, Public Works  
Jane Ward, Engineering, Public Works  
Rhonda Zazzara, Construction Engineering Coordinator, Public Works  
Jeff Tarling, City Arborist, Public Works  
Jeremiah Bartlett, Transportation Systems Engineer, Public Works  
William Scott, Chief Surveyor, Public Works  
Mike Thompson, Fire Prevention  
Danielle West-Chuhta, Corporation Counsel  
Jennifer Thompson, Corporation Counsel  
Victoria Volent, Housing Program Manager, Housing and Community Development  
Thomas Errico, P.E., TY Lin Associates  
Lauren Swett, P.E., Woodard and Curran  
Christopher Huff, Assessor

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## MEMORANDUM

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**To:** FILE  
**From:** Jean Fraser  
**Subject:** Application ID: 2017-188  
**Date:** 10/20/2017

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**Comments Submitted by: Robert Thompson/Fire on 10/12/2017**

Construction Management Plan

Streets must maintain a 20' width for Fire Department access at all times.

Fire Hydrants shall not be blocked or enclosed by fencing. A 3' foot clearance must be kept at all times around the fire hydrant.

If gates are locked, a Portland Fire Department Knox padlock must be purchased by the applicant to allow access for the Fire Department.

The Construction Company' emergency contact information shall be posted on the property in case of an after hours emergency.

All construction shall comply with 2009 NFPA 1 Chapter 16 Safeguards During Building Construction, Alteration, and Demolition Operations.

Any cutting and welding done will require a Hot Work Permit from Fire Department.

**Comments Submitted by: Robert Thompson/Fire on 10/12/2017**

Premises Identification

The main entrance of the building must be the address for the property. This should be consistent with 911, tax assessor, Inspections Division and future mailing address.

Street addresses shall be marked on the structure and shall be as approved by the City E-911 Addressing Officer.

If the building entry faces a different street, both the street name and number should be large enough to read from the street.

Address numbers must be a minimum of 6 inches high.

The number should be in Arabic numerals rather than spelled out (for example, "130" instead of "One Hundred and Thirty").

Color: Addresses should be in a color that contrasts with the background.

Whenever possible, should be illuminated.

Provide additional address signs at entrances to the property when the building address is not legible from the public street.

Buildings set back in groups that share common entrances can make quickly locating a specific building and the shortest route difficult. On such sites, additional signs with directional arrows and/or diagrams of the buildings and access layout should be posted.

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## Sea Coast at Baxter Woods - Final Traffic Comments

1 message

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**Tom Errico** <thomas.errico@tylin.com>

Thu, Jan 4, 2018 at 10:16 AM

To: Jean Fraser <jf@portlandmaine.gov>

Cc: Jeremiah Bartlett <JBartlett@portlandmaine.gov>, Keith Gray <kgray@portlandmaine.gov>, Bruce Hyman <bhyman@portlandmaine.gov>, "Jeff Tarling (JST@portlandmaine.gov)" <JST@portlandmaine.gov>, "Swett, Lauren" <lswett@woodardcurran.com>

Hi Jean – I have reviewed the application materials and offer the following final traffic comments as a status update of prior comments.

- Dimensions for the parking area located in the building should be provided on the plan.

**Status: Dimensions have been added and I have no further comment.**

- The parking aisle/roadway width (22 feet) does not meet City standards (24 feet). The applicant has requested a waiver. The applicant should provide specific documentation/details regarding a 2-foot expansion in width.

**Status: The applicant has provided specific documentation as it relates to minimizing impact to the abutting Softball Field and minimizing impervious surface area. In my professional opinion the reduced width will not create traffic circulation or safety problems and therefore I support the waiver request.**

- The construction management plan shall meet the new City Template for details. I would note that the applicant has noted that all construction trucks will be routed to the site via Stevens Avenue. The applicant shall confirm that the driveway width/gate opening can accommodate all large trucks for the project. I would also note that sight distance exiting the site onto Stevens Avenue is poor and the plan should address this issue.

**Status: The applicant has noted that given the driveway's current use for Motherhouse construction, no problems have been identified. Given that this is construction of a new building and the types of vehicles accessing the site may**



**be larger and more frequent, I would suggest that this issue be included as part of the Pre-Construction meeting for discussion.**

- A traffic analysis has been provided and I concur that low traffic volumes will be generated for the proposed building. I do not expect significant traffic impacts from this project.

**Status: I have no further comment.**

- The MDP Condition of Approval requires a Traffic Monitoring Study prior to submission of site plan applications for each phase after the Motherhouse. Given that the Motherhouse is under construction, this condition is not possible. The applicant has requested that the monitoring study be postponed until a future time when the site is occupied. I support this postponement given the low trip generation estimate prepared by the applicant.

**Status: I have no further comment.**

- The MDP Condition of Approval requires a Parking Monitoring Study prior to submission of site plan applications for each phase after the Motherhouse. Given that the Motherhouse is under construction, this condition is not possible. The applicant has requested that the monitoring study be postponed until a future time when the site is occupied. I would note that this phase of the project is providing two parking spaces per residential unit and thus the supply would be expected to adequately serve demand. The monitoring study is intended to quantify if less than two parking spaces per residential unit is appropriate. I support this postponement.

**Status: I have no further comment.**

- The MDP Condition of Approval requires the installation of a crosswalk and associated improvements at the Stevens Avenue/Walton Street intersection. The applicant is required to implement these improvements prior to occupancy of the proposed building.

**Status: The applicant has acknowledged this requirement and I have no further comment.**

- The MDP Condition of Approval requires parking regulation changes on Stevens Avenue at the Motherhouse egress driveway. The applicant shall provide specific details on this and implementation schedule.

**Status: The applicant has acknowledged this requirement will coordinate with City staff prior to Occupancy. I have no further comment.**

If you have any questions, please contact me.

Best regards,

Thomas A. Errico, PE

Senior Associate

Traffic Engineering Director

**TYLIN**INTERNATIONAL

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"One Vision, One Company"

## MEMORANDUM



**TO:** Jean Fraser, Planner  
**FROM:** Lauren Swett, P.E.  
**DATE:** January 4, 2018  
**RE:** Sea Coast at Baxter Woods Senior Apartments Peer Review

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Woodard & Curran has reviewed the Level III Site Plan Application for the proposed development project located at 583/605 Stevens Avenue in Portland, Maine. The project involves installation of a 4-story residential building for senior housing.

### Documents Reviewed by Woodard & Curran

- Level III Site Plan Application Response to Comments and attachments, dated December 15, 2017, prepared by Licht Environmental Design, LLC and Stantec, on behalf of Sea Coast at Baxter Woods Associates, LLC.
- Engineering Plans, revised on December 15, 2017, prepared by Stantec, on behalf of Sea Coast at Baxter Woods Associates, LLC.

### Comments

- 1) In accordance with Section 5 of the City of Portland Technical Manual, a Level III Site Plan project is required to submit a stormwater management plan pursuant to the regulations of MaineDEP Chapter 500 Stormwater Management Rules, including conformance with the Basic, General, and Flooding Standards. We offer the following comments:
  - a) Basic Standard: Plans, notes, and details have been provided to address erosion and sediment control requirements, inspection and maintenance requirements, and good housekeeping practices in accordance with Appendix A, B, & C of MaineDEP Chapter 500.
    - Sedimentation barrier is only shown along the eastern project boundary. Additional sedimentation barrier should be added along other project boundaries to prevent migration of sediment out of the project site. This will be especially important to protect the adjacent Baxter Woods.
  - b) General Standard: The project is required to provide stormwater treatment, as outlined in the previously approved Master Development Plan. Some modifications to the original plan, and a full design has been provided. New impervious surface areas will be treated through the use of a Jellyfish filter and areas of pervious pavement. We have the following comments:
    - The Applicant has noted that they are working with the manufacturers of the proprietary stormwater systems proposed for the site. The utility and grading plans note that the Jellyfish filter sizing is "TBD". The final sizing should be provided on the final plans prior to receiving a building permit.
    - There is minor note inconsistency on the detail for the pervious pavers. The buried underdrain should be labeled.
  - c) Flooding Standard: The proposed stormwater management system will reduce flow from the site in the post-development condition, in compliance with the Flooding Standard.
- 2) The grading plan shows two structures labeled as DMH3 at the inlet to the underground chamber storage.
- 3) Invert and piping details for the sewer system remain "TBD" pending verification of the sewer system installed as part of the Motherhouse. This final sewer information should be provided on the final plans prior to receiving a building permit.

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## 583-605 Stevens Ave. Sea Coast at Baxter Woods

1 message

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**Keith Gray** <kgray@portlandmaine.gov>

Fri, Jan 5, 2018 at 3:08 PM

To: Jean Fraser <jf@portlandmaine.gov>

Cc: "Swett, Lauren" <lswett@woodardcurran.com>, "Errico, Thomas" <thomas.errico@tylin.com>

Hello Jean,

The following comments are in reference to the Level III Site Plan application for [583-605 Stevens Avenue](#) (Sea Coast at Baxter Woods):

- The proposed domestic and fire water service shall be reviewed by the Portland Water District. The District will review the water system design, provide comments and issue the Ability to Serve letter when the design meets their requirements.
- Recommend relocating the proposed 2-inch gas line to minimize crossings of the proposed water service.
- The proposed utilities are shown on both sides of the property line as they serve multiple buildings. The utility main extensions (water, sewer, gas, etc.) should be placed in a utility easement to secure maintenance access.
- The plans indicate the 6-inch sewer main be tied into the Motherhouse sewer line. The sewer system design should be updated based on Motherhouse as-built information. In addition, the Motherhouse approved plans shows a sewer connection upgrade from 6-inch to an 8-inch sewer main tying into the existing sewer main in Walton Street. City ordinance requires a manhole to be installed at this connection.
- Provide additional spot grades to confirm proposed drainage design and check existing grades (BC spot at corner of parking should be lower than TC) for accuracy.
- Provide additional grading around the rain gardens. Particularly Rain Garden East where a berm should be identified to prevent stormwater flow over sidewalk.
- Suggest confirming DMH2 is required.

Please let me know if you have any questions.

Thank you,  
Keith

--

Keith D. Gray, PE  
Senior Engineer



# PLANNING BOARD REPORT PORTLAND, MAINE

Level III Subdivision and Site Plan  
21 unit multi-family development  
“Building 1” of the Sea Coast at Baxter Woods Planned Senior Community

583-605 Stevens Avenue  
Sea Coast at Baxter Woods Associates, LLC , Applicant

Project #2017-188 (Subdivision & Site Plan)  
CBL: 136 E006001

Submitted to: Portland Planning Board Public Hearing Date: January 9 <sup>th</sup> , 2018	Prepared by: Jean Fraser, Planner Date: January 5 <sup>th</sup> , 2018
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## I. INTRODUCTION

Licht Environmental Design, LLC, on behalf of Sea Coast at Baxter Woods Associates LLC, has requested final approval to the Level III Subdivision and Site Plan application for the construction of a four story 21-unit residential building. The project was considered at a Planning Board workshop on October 24, 2017.

This proposal is the second phase of the Master Plan Development approved in 2016 and follows on from the first phase conversion of the existing adjacent Motherhouse building now being completed. The site is currently part of the grounds of the Motherhouse and within a 9 acre lot #4 zoned R5 and R5A. The 2015 Zoning amendment (to R5A) and the 2016 Master Plan anticipated that Lot #4 would be developed for a total of 5 new buildings, totaling up to 161 units; this project comprises the first new building.

The proposed building would have a footprint of 11,743 square feet, with three stories of residential development (21 two-bedroom units) over a parking garage containing 28 parking spaces (14 additional parking spaces are proposed nearby). Access is primarily from the recently created Walton Street driveway, and from minor drives in Steven Avenue.

The proposed units will be market -rate. The principle of applying the 66 affordable housing units in the Motherhouse (now under construction) to address the Workforce Housing requirement was agreed in principle during the MDP review as confirmed by the Housing Program Manager ([Attachment 6](#)).

This Hearing was noticed to 122 neighbors and interested parties, and the public notice appeared in the *Portland Press-Herald* on January 1<sup>st</sup> and 2<sup>nd</sup>, 2018. A Neighborhood Meeting is required and was held on Thursday October 12<sup>th</sup>, 2017.

**Applicant:** Sea Coast at Baxter Woods Associates, LLC  
**Consultants:** Licht Environmental Design, LLC (Rick Licht)  
Stantec (Steve Bushey)  
Archetype (David Lloyd, Architects)  
Carroll Associates (Pat Carroll)



### Required reviews:

Applicant’s Proposal	Applicable Standards
New structure of 21 dwelling units	Subdivision Review
Multifamily building of 45,013 square feet	Level III Site Plan Review

Waiver Requests:

Waiver Request	Applicable Standards
That the parking aisle located to the east side of the building (accessing 6 parking spaces) be reduced to 22 feet to minimize the pavement area and encroachment on the adjacent athletic fields.	The Technical Manual Section 1.14 and figure 1.27 require a 24 foot wide parking aisle. The applicant submitted additional information to support the waiver request and the Traffic Engineering reviewer supports the waiver request ( <u>Att. 2</u> )

II. PROJECT DATA

SUBJECT	DATA
<b>Existing Zoning</b>	R5 and R5A
<b>Existing Use</b>	Grounds of Motherhouse
<b>Proposed Use</b>	Residential
<b>Parcel Size</b>	Lot 4: 9 acres Site of this building: approx. 1.5 acres
<b>Impervious Surface Area</b>	
--Existing	5,204 sq ft
--Proposed	20, 865 sq ft
--Net Change	15,661 sq ft
<b>Total Disturbed Area</b>	59,600 sq ft
<b>Building Footprint</b>	
--Existing	0
--Proposed	11,743 sq ft
--Net Change	11,743 sq ft
<b>Building Floor Area</b>	
--Existing	0
--Proposed	45,013 sq ft
<b>Residential</b>	
- Existing # units	0
- Proposed # units	21 two bed units
<b>Parking Spaces</b>	28 in garage on lowest floor; 14 outside
<b>Bicycle parking Spaces</b>	9
<b>Estimated Cost of the Project</b>	\$7,000,000

III. EXISTING CONDITIONS

*Site History*

The site was the location for a convent in the late 19<sup>th</sup> century for the Sisters of Mercy in Portland and originally included a church. Other uses were introduced over the years:

- The Maine Girls’ Academy: A girl’s school founded in 1881 (later expanded into what was known as Catherine McAuley High School in 1971); the expansion of the playing fields at the back was carried out in the last 10 years;
- St Catherine’s Hall: Constructed in 1888 as St Joseph’s Home for Aged Women, which later became St Joseph’s College from 1917 to 1954 (now 18 apartments for Sisters of Mercy that will remain for the foreseeable future);
- The Motherhouse (see photo right): completed in parts between 1909 and 1921, which was the home of up to 300 nuns and closed about 10 years ago. The applicant applied for this building to be included on the national register of historic landmarks and it was so designated in March 2017. It has not yet been added to the local list of landmarks.



**Site conditions**

The site of the proposed new building is immediately adjacent to the Motherhouse, currently being refurbished for 88 small apartments. It is largely grassed with some smaller trees near Stevens Avenue and the remains of a former “allee” made up of mature trees crossing the site at the rear. The site includes historic fencing just behind the Stevens Avenue sidewalk and the remains of historic/religious items associated with the original use.

Baxter Woods is located to the south of the site and is the subject of an ongoing assessment and improvement program in association with the developers (see MDP approval letter in Attachment 8). To the west of the site is Stevens Avenue with Evergreen Cemetery across the street, and to the east is the remainder of Lot #4 (currently athletic fields).



**IV. BACKGROUND**

The proposed new building is the second phase of a 5 phase project that was subject to rezoning (to part R5A) in 2015 and to Master Development Plan review and approval in 2016 (Attachment 8). The previous reviews are summarized below:

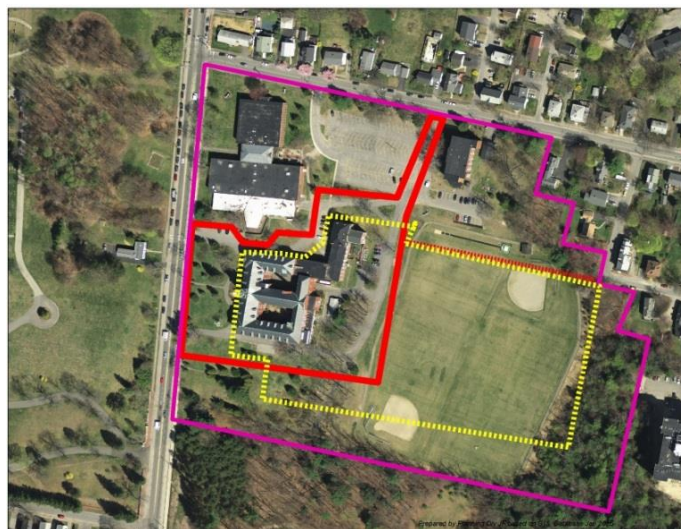
<u>Subject of application</u>	<u>Application Date</u>	<u>PB Workshop(s)</u>	<u>PB Hearing approval</u>	<u>City Council approval</u>
Rezone larger site 9(approx 20 acres) to R5A senior housing/congregate care	April 2015	April 2015	May 2015	July 6, 2015
Amendment to R5A Text	April 2015	April 2015	May 2015	June 15, 2015
Convert Motherhouse (part in R5A) to 88 senior units, incl. 66 units of affordable housing (Ph 1)	June 2015	July 2015	August 2015	N/A
Subdivision of the entire approx. 20 acre site into 4 lots	June 2015	July 2015	August 2015	N/A
Master Development Plan for Lots 3 & 4	February 2016	March 2016	June 2016	N/A

**Subdivision into 4 lots**

The Planning Board approved (August 2015) the creation of an overall Subdivision to define the following 4 lots within the overall site (The plan at right shows the R5A zoning in yellow dots, Lot #3 in red outline, and Lot#4 is the southern part of the purple outlined area).

- Lot 1: St Catherines Hall (2.36 acres)
- Lot 2: The Maine Girls’ Academy (formerly Catherine McAuley High School) (3.18 acres)
- Lot 3: Motherhouse (4.39 acres)
- Lot 4: Open area and fields (9.05 acres)

The Master Development Plan applies to Lot 3 (Motherhouse building) and Lot 4 (land to south and east of motherhouse building, for senior housing) as Lots 1 and 2 are anticipated to remain as existing for the period of the Master Development Plan.



**Motherhouse building**

The applicant received Planning Board approval to the Phase 1 project to rehabilitate the main Motherhouse building for 66 affordable housing units and 22 market rate units - with a mix of 68 studio and 20 single bedroom apartments. This project is nearing completion.

The project included:

- Redesign of the existing high school parking lot to better organize access and parking
- Construction of an access driveway from Walton Street to serve Lots 3 and 4;
- Creation of a rear main ADA entrance and associated drop-off and parking areas for the Motherhouse;
- New walkways to create an interconnected walkway system;
- Stormwater measures and Landscaping;
- Contributions to an assessment and improvement program for Baxter Woods.

**Master Development Plan (MDP)**

The MDP approval (Approval letter in Attachment 8) included the following framework and requirements that apply to this proposal:

**MDP approved Phasing Plan**

The approved phasing plan, along with associated site and landscape plans, outlined the overall site layout and phasing, with the parking along Baxter Woods subject to a condition of approval that allowed for the number of parking spaces to be reduced following monitoring studies at the later phases. The current proposal is shown as Phase II:



**MDP Conditions**

The MDP proposals were the subject of considerable neighborhood concern regarding the scale of the new buildings, their impact on the Motherhouse building and Baxter Woods, and the potential traffic and parking impacts. The Planning Board included conditions to address these concerns and these are discussed in Section VI C below.





## VI. STAFF REVIEW

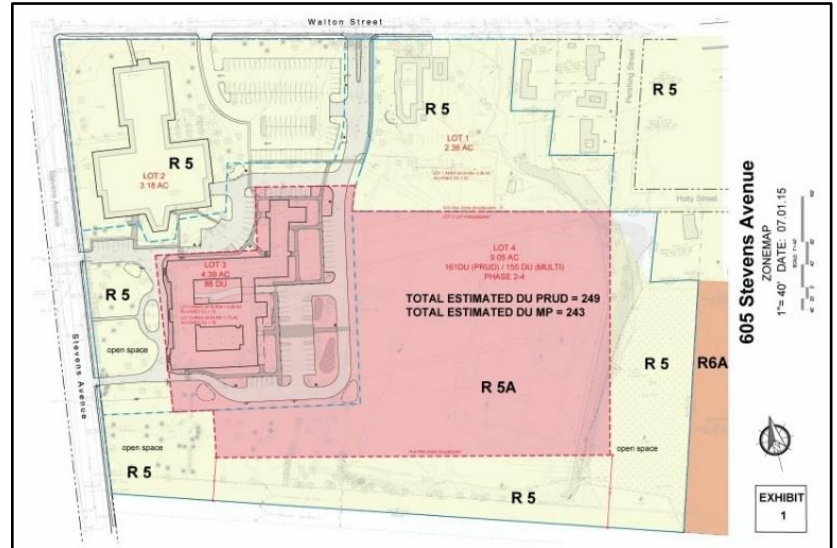
### A. RIGHT, TITLE AND INTEREST and FINANCILA CAPABILITY

The applicant has submitted the deeds that document ownership of the site ([Attachment C](#)).

The applicant has submitted a letter confirming financial capability from the Bath Saving Institution (Att. I).

### B. ZONING ASSESSMENT

The zoning assessment is framed by the City Council decision in 2015 that amended the Planning Board recommendation. The Planning Board had recommended that all of Lots 3 and 4 to be rezoned to R5A. In response to public comments, the City Council approved a smaller final boundary of the R5A zone (shown right) which allows for a maximum of 249 dwellings on the Lot 3 (Motherhouse) and Lot 4 (land to south and east of Motherhouse) of the site. This number of dwellings was based on the entire land area of both zones with pro-rata densities. The zone boundaries are not the same as the property or lot boundaries.



The applicant has submitted a zoning analysis that includes the calculations that informed the zoning boundaries ([Attachment F](#)). While the R5 PRUD requirements were used in the calculations, the Master Development Plan did not specify that the project would be considered a PRUD and it is essentially multi-family. However, the key dimensional requirements are the same for the PRUD and multifamily uses, and the proposed new building meets the dimensional requirements as applied to the R5 and R5A zones.

### C. COMPLIANCE WITH MASTER DEVELOPMENT PLAN REQUIREMENTS

The MDP requirements and conditions that apply specifically to this site plan proposal are reviewed below:

#### *Overall site plan and phasing*

The applicant has outlined how the proposals confirm to the approved MDP ([Attachment U](#)) and staff generally agree with this assessment

#### *Traffic and Parking*

The MDP approval ([Attachment 8](#)) includes two conditions that require monitoring and the Traffic Engineer has confirmed that the monitoring be deferred as the Motherhouse conversion had not been completed (Att. 2):

- *The MDP Condition of Approval requires a Traffic Monitoring Study prior to submission of site plan applications for each phase after the Motherhouse. Given that the Motherhouse is under construction, this condition is not possible. The applicant has requested that the monitoring study be postponed until a future time when the site is occupied. I support this postponement given the low trip generation estimate prepared by the applicant.*
- *The MDP Condition of Approval requires a Parking Monitoring Study prior to submission of site plan applications for each phase after the Motherhouse. Given that the Motherhouse is under construction, this condition is not possible. The applicant has requested that the monitoring study be postponed until a future time when the site is occupied. I would note that this phase of the project is providing two parking spaces per residential unit and thus the supply would be expected to adequately serve demand. The monitoring study is intended to quantify if less than two parking spaces per residential unit is appropriate. I support this postponement.*

The MDP approval required two specific actions related to traffic as noted below by the Traffic Engineering reviewer, and these requirements have been reiterated in the suggested conditions of approval for this site plan:

- *The MDP Condition of Approval requires the installation of a crosswalk and associated improvements at the Stevens Avenue/Walton Street intersection. The applicant is required to implement these improvements prior to occupancy of the proposed building.*
- *The MDP Condition of Approval requires parking regulation changes on Stevens Avenue at the Motherhouse egress driveway. The applicant shall provide specific details on this and implementation schedule.*

**Transit/bus shelter** – The MDP approval included requirements for a bus shelter and this is discussed below under Section VI E.

### ***Baxter Woods***

As part of the MDP review the applicant entered into an agreement to work with the City to ensure Baxter Woods remained the natural open space it was intended to be - the MDP approval letter documents the agreement (Attachment 8). The first part of that work involves a “base” assessment of Baxter Woods which started recently.

The trail link between the site and Baxter Woods (near the proposed building) was shown in the MDP approved phasing to be part of this phase and has been incorporated into the final plans. The proposals include replacement fencing and a new gate at the same location as the existing fence and it is understood that the area between the fence and Baxter Woods will become a Conservation Easement with some tree planting to be agreed with the City Arborist. (The other proposals shown on the Landscape Plan are not part of the current Site Plan implementation).

### ***Lighting***

The MDP included the following condition:

- i. *That the site plan applications for the new buildings nearest to Baxter Woods shall include an analysis and supporting information as to how all light sources (buildings, vehicles and site lighting) are proposed to be minimized to avoid impacts on the wildlife attracted to and in Baxter Woods; and*

The final proposals include lighting in the patio area and open parking which are on the Baxter Woods side of the project, and there is no analysis of the potential impact of these lights although the submitted photometric plan shows there is no trespass. A suggested condition of approval requires further information and increased screening of these areas from Baxter Woods.

**Easements and Stormwater/Utility analysis conditions** - the site plan submissions address these MDP conditions.

### ***Design***

The approved Master Development Plan (Attachment 8, conditions ix and xi) required future development to meet design standards that were termed an *Architectural Characteristics Summary* that outlined the objectives for the five new buildings to be developed on Lot #4.

The Design Review for the workshop (Attachment 1) considered the proposed design in the context of the MDP standards and noted that there were several areas where further consideration was needed:

- Greater emphasis and visibility for the entrance;
- Simplification of the roofline;
- Proportions to better match those of the Motherhouse; and
- Use of materials in several locations.

The applicant has submitted revised elevations and rendering (Plans P17 and P18) to address the Planning Board and Urban Design staff review comments at the October PB workshop. The Design Review comments confirm that the revised design is considered to meet the MDP design standards (Attachment 1).

Below is the rendered elevation as presented to the October PB Workshop and the revised elevation:

As proposed in October  
2017:



As proposed in January  
2018:



#### **D. SUBDIVISION STANDARDS**

14-496. Subdivision Plat Requirements: The applicant has submitted a draft plat for the subdivision of the new building into 21 units (Plan P3) which is generally acceptable but needs to add references related to the suggested conditions of approval.

#### 14-497. General Requirements (a) Review Criteria

##### ***Water, Air Pollution and Soil Erosion***

The applicant has submitted Erosion Control and related information in Attachments O and T. These have been reviewed by the Peer Engineer and are acceptable subject to a suggested condition of approval regarding details (Attachments 4). The PWD capacity letter was included in the submissions.

##### ***Traffic***

The applicant has submitted a traffic analysis (Attachment J) which was reviewed by the City's consultant Traffic Engineer reviewer Tom Errico. Mr Errico agreed that low traffic volumes will be generated for the proposed building and confirmed that he did not expect significant traffic impacts from this project (Attachment 2).

##### ***Sanitary Sewer/Soils/Solid Waste***

The submissions included additional information which has been reviewed by the Peer Engineering Reviewer (Attachment 4) and is generally acceptable subject to a suggested condition regarding revision of details, and the wastewater capacity letter has not been received.

##### ***Scenic Beauty***

The proposals include the preservation of many of the existing trees, particularly those that provide a setting for the Motherhouse and along Stevens Avenue. At the rear the new building impacts the former "allee" that extends alongside the athletic fields and into Baxter woods. This issue was considered during the MDP

review and the City Arborist confirmed at that time that the impact was acceptable because these trees were near the end of their natural lives and the new development could reinstate/reinforce the “allee” as part of the new planting. The proposals introduce new planting to re-create the allee in its historical location between the building and Baxter Woods (Plan P6), and the City Arborist has verbally confirmed that the proposed landscape plan is acceptable.

### ***Comprehensive Plan***

The project is consistent with the Housing Goals and Policies of the Comprehensive Plan.

### ***Wetlands/Flooding***

The proposals do not impact the wetlands that are along the western edge of Lot #4.

## **E. SITE PLAN STANDARDS**

### **1. Transportation Standards**

#### ***Traffic - Access, Circulation, Loading and Servicing, Pedestrian Accommodations***

The proposals have been revised to address the Traffic Engineer review comments (Attachment 2), and meet the site plan standards.

#### ***Public Transit Access/Shelters***

The Motherhouse and this phase are both required under the ordinance to provide a transit shelter and the previous financial contributions were not identified for this purpose. As noted in the comments from the Transportation Program Manager (Attachment 3), the applicant is responsible for the provision and cost of this shelter. During discussions staff had acknowledged that a standard METRO shelter may not be appropriate immediately in front of the Motherhouse and a variation (such as a bench) had been suggested. When the proposal to remove some of the existing railings was confirmed, staff suggested that the bench be located just behind the ROW on the site, as the sidewalk is narrow at this location.

The applicant has provided a bench within the site at the back of the sidewalk as an amenity for passengers waiting for the bus that will be arriving at the bus stop nearby (relocated from near Baxter Woods as agreed with METRO). Informal e-mails during the review indicated that the applicant would provide an easement and maintain the bench, and a suggested condition of approval documents this arrangement.

At the PB workshop some Planning Board members considered that the bench should be protected from the elements, and it is understood that the applicant is developing a simple cover on a slender pole to meet this objective and will confirm this detail at the hearing.

#### ***Parking***

The proposals meet the zoning requirements and the parking proposals are considered acceptable subject to the waiver for the width of the parking aisle. The parking aisle/roadway width (22 feet) does not meet City standards (24 feet) and the applicant was requested to provide specific documentation/details regarding a 2-foot expansion in width. The Traffic Engineering Reviewer has commented (Att. 2):

*Status: The applicant has provided specific documentation as it relates to minimizing impact to the abutting Softball Field and minimizing impervious surface area. In my professional opinion the reduced width will not create traffic circulation or safety problems and therefore I support the waiver request.*

***Transportation Demand Management-*** the proposed development does not require a TDM.

#### ***Construction Management Plan***

The applicant has submitted a Construction Management Plan narrative (Att. R) and CMP graphic (Plan P19). These have been reviewed and a previous concern was the need for the access from Stevens Avenue to accommodate large trucks (Att. 2). Mr Errico’s updated comment is:

*Status: The applicant has noted that given the driveway’s current use for Motherhouse construction, no problems have been identified. Given that this is construction of a new building and the types of vehicles accessing the site may be larger and more frequent, I would suggest that this issue be included as part of the Pre-Construction meeting for discussion.*

**2. Environmental Quality /standards**

***Landscape Preservation / Site Landscaping and Screening/Street Trees***

The tree preservation proposals were reviewed in depth during the review of the MDP and the site plan proposals are in line with the MDP tree removal and planting proposals. Since the Workshop additional planting and trails have been added on the site alongside Baxter Woods and trails relocated within Baxter Woods. The site plan and landscape plan notes indicate that these will be field located in conjunction with the City Arborist. In light of the ongoing Baxter Woods Study that is being lead by the City Arborist and consultants, a suggested condition is that any work within Baxter Woods shall require the submission of plans/details for review and approval by the City Arborist, Parks, Recreation and Facilities Department, and Planning Authority.

The street tree requirement is 21 trees and Jeff Tarling has agreed that these would be placed in or near Baxter Woods; confirmation will be provided at the hearing.

***Water quality, Stormwater Management and Erosion - see above under E- Subdivision Standards***

**3. Public Infrastructure and Community Safety Standards**

***Consistency with City Master Plans-*** the sidewalk along the site is in good condition and the sidewalk along Evergreen Cemetery was recently improved by the City..

***Public Safety***

Staff had noted in the Workshop Memo that there were areas without lighting along the main path connecting the Stevens Avenue sidewalk with the front door of the new building and additional bollard lighting along this path appeared to be needed. The final proposals have introduced low level bollard lighting along this path and the project is considered to have met CPTED standards.

***Fire Prevention***

The Fire Department has outlined a number of requirements for the construction phase (Attachment 5) and a suggested condition of approval requires these comments to be addressed.

**4. Site Design Standards**

***Massing/Shadows; View corridors***

The MDP Design Standards were developed to address these issues and the project has been revised to meet those standards (see **VI C** above).

***Snow and Ice Loading-*** this is not considered a particular issue for the proposed building.

***Historic Resources:***

The proposals do not require an advisory review by the City's Historic Program Manager as they are not within 100 feet of Evergreen Cemetery and the Motherhouse is not locally listed as a landmark. The applicant has advised that the State Historic Preservation Office will be reviewing the proposals.

The scale and footprint of the proposed building is designed to make the new building recessive in relation to the Motherhouse, and the planting and open area along the Stevens Avenue frontage is similar in appearance to existing though more accessible to the public.



***Exterior Lighting***

The applicant has submitted lighting cuts and a Photometric Plan (Plan P15) which meets the City's Technical Standard requirements. As noted above, the introduction of LED lighting "facing" Baxter Woods is a concern and suggested condition requests these be given further consideration.

### **Noise and Vibration (HVAC)**

The elevations in Plan P17 do not indicate any HVAC mechanicals and a suggested condition is that any external HVAC and mechanical equipment be submitted for review and approval prior to installation.

**Signage and Wayfinding** - this standard does not appear to be applicable except regarding 911 numbering.

### **Design Standards**

The project has been reviewed in the context of the MDP Design Standards in Section VI C above. There are no additional R5/R5A standards, but the following multi-family design standards apply. The preliminary design review (Attachment 1) included comments on the design and noted that the open parking at the rear was not screened. The revised architectural proposals address the design comments, but the parking area remains unscreened. It is at the rear and may benefit from this more open treatment interim of increased security from overlooking.

## **VII INCLUSIONARY ZONING**

The proposed units will be market -rate. The principle of applying the 66 affordable housing units in the Motherhouse (now under construction) to address the Workforce Housing requirement was agreed in principle during the MDP review. The Housing Program Manager has confirmed that the applicant is creating affordable housing beyond the provisions of Division 30, Section 14-487 (Attachment 6).

## **VIII STAFF RECOMMENDATION**

Subject to the proposed motions and conditions of approval listed below, Planning Division staff recommends that the Planning Board approve the proposed residential development at 583-605 Stevens Avenue.

## **IX MOTIONS FOR THE BOARD TO CONSIDER**

### **VII. PROPOSED MOTIONS**

#### **A. WAIVERS**

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 January 9, 2018 for application #2017-188 (583-605 Stevens Avenue) relevant to Portland's technical and design standards and other regulations; and the testimony presented at the Planning Board hearing:

1. The Planning Board [**finds/does not find**], based upon the consulting traffic engineer's review (Attachment 2), that extraordinary conditions exist or undue hardship may result from strict compliance with the Technical Manual Section 1.14 *Parking Lot and Parking Space Design*. The Planning Board [**waives/does not waive**] the *Technical Manual* standard (Technical Manual Section 1.14) to allow the parking aisle to be 22 feet wide as supported by the Traffic Engineering reviewer.

#### **B. INCLUSIONARY ZONING**

The Planning Board finds that the proposed development **is/is not** in conformance with the standards of the land use code and **approves/does not approve** the application, based on the confirmation from the Housing Program Manager dated 10.20.2017 that the applicant is creating affordable housing beyond the provisions of Division 30, Section 14-487.

#### **C. SUBDIVISION**

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 September 26, 2017 for application #2017-188 ((583-605 Stevens Avenue)) relevant to the subdivision regulations; and the testimony presented at the Planning Board hearing:

The Planning Board finds that the plan **is/is not** in conformance with the subdivision standards of the land use code and **approves/does not approve** the application, subject to the following conditions of approval, which must be met prior to the signing of the plat:

- i. The applicant shall submit a final subdivision plat for review and approval by Corporation Counsel, the Department of Public Works, and the Planning Authority;
- ii. The subdivision plat and Condominium Association documents shall include confirmation that the bench for bus passengers will be maintained;
- iii. The Condominium Association documents shall be finalized to the satisfaction of the Associate Corporation Counsel and Planning Authority;
- iv. That the applicant shall submit an easement for the bench for bus passengers, for review and approval by the Associate Corporation Counsel and Planning Authority.

#### **D. SITE PLAN**

On the basis of the application, plans, reports and other information submitted by the applicant, findings and recommendations contained in Planning Board report for the public hearing on September 26, 2017 for application 2017-103 for application #2017-188 (583-605 Stevens Avenue) relevant to the Site Plan Ordinance and other regulations and the testimony presented at the Planning Board hearing:

The Planning Board finds that the plan **is / is not** in conformance with the site plan standards of the land use code, subject to the following conditions:

- i. That the MDP Conditions of Approval that requires a Traffic Monitoring Study and Parking Monitoring Study prior to submission of site plan applications for each phase after the Motherhouse, be postponed until a future time to be agreed with the Planning Authority.
- ii. That the applicant shall implement the following improvements in the ROW prior to the issuance of a Certificate of Occupancy for the new building:
  - a. Implementation of a 50 feet No Parking Zone on Stevens Avenue at the Motherhouse egress driveway to enhance safety by improving sight distance. Final details of the Zone shall be reviewed and approved by the City prior to implementation;
  - b. Installation of a crosswalk on the south side of Stevens Avenue at Walton Street, to include all works associated with a fully installed ADA compliant crossing and shall include, but not limited to, traffic signal equipment, sidewalk ramps, pavement markings, and signage.
- iii. That the applicant shall submit revised plans and details to address the comments of the Peer Engineer Lauren Swett dated January 4, 2018, for review and approval prior to the issuance of a Building Permit;
- iv. That the applicant shall provide additional information regarding the lighting in the patio and parking areas to address the question of impacts on wildlife and introduce screening of these areas from Baxter Woods, for review and approval prior to issuance of a Building Permit;
- v. That the applicant shall submit the details of the new fencing and gate for review and approval by the Planning Authority prior to the issuance of a Building Permit;
- vi. That any work within Baxter Woods shall require the submission of plans/details for review and approval by the City Arborist and Planning Authority prior to implementation;
- vii. That the details of any external proposed HVAC and similar mechanical equipment shall be submitted for review and approval by the Planning Authority prior to the issuance of a Building Permit;



- viii. That the Construction Management Plan shall be revised for review and approval by the Planning Authority and the Department of Public Works prior to the issuance of a building permit, to address the Fire Department (Robert Thompson) comments dated 10.20.2017 and to confirm that the entrance from Stevens Avenue will be reconsidered at the time of a Pre-construction Meeting to ensure it can accommodate the construction vehicles.
- ix. That the Wastewater Capacity letter shall be submitted prior to the issuance of a building permit.

#### **ATTACHMENTS:**

##### **Attachments to Report**

1. Urban Designer comments
2. Traffic Engineering Review comments
3. Transportation Program Manager comments
4. Engineering Review comments
5. Fire Department comments
6. Housing Program Manager
7. City Arborist comments
8. MDP Approval letter

**Public Comments** (none received at time the Report was finalized)

##### **Applicant's Submittal**

###### **As submitted for PB workshop**

- A. Cover Letter and Application Site Plan
- B. Project narrative
- C. Right, Title and Interest incl Condo Docs
- D. Maps
- E. Consistency with MDP
- F. Compliance with Zoning
- G. Easements and ROWs
- H. Waiver Requests
- I. Financial and Technical Ability
- J. Traffic analysis
- K. Soils & Geotechnical
- L. Construction Management Plan
- M. Utility Letters
- N. Lighting Cuts
- O. Stormwater Management and Erosion Control
- P. Metro

###### **As submitted for PB hearing**

- Q. Final submissions cover letter- addendum 12.15.17
- R. Final Construction Management Plan
- S. Response to review comments 12.15.17
- T. Stormwater Management and Erosion Control updated
- U. Consistency with master Dev Plan updated
- V. Waiver Request updated
- W. Metro updated

**Plans**

- P1. Cover Sheet (revised)
- P2. Approved Subdivision Plat showing lots
- P3. Draft Sectional Subdivision Plat for Building 1
- P4. Demolition and Tree Preservation Plan (revised)
- P5. Site Plan (revised)
- P6. Landscape Plan (revised)
- P7. Utility Plan (revised)
- P8. Grading, Drainage & EC plan
- P9. Utility Details (revised; 2 sheets)
- P10. Site Details (revised)
- P11. Landscape Details (revised)
- P12. Stormwater Management Details (revised & new; 2 sheets)
- P13. Erosion Control Notes (revised)
- P14. Electrical Site Plan (revised)
- P15. Photometric Lighting Plan (revised)
- P16. Floor Plans
- P17. Elevations (revised)
- P18. Renderings (one revised)
- P19. Construction Management Plan graphic (new)