

145-B-18

2011-382

772 Stevens Ave.

Parking at Amman

Univ. of New England

add to Spreadsheet

1. If and when the applicant seeks approval for the Phase II of the Armory parking lot, the walkway on the Church's property and the driveway separation shall be re-evaluated and adjustments in the plan shall be considered if problems are identified.
2. In order to meet the General Standards and Urban Impaired Stream standards of Section 5 of the Portland Technical Manual, the applicant shall submit a stormwater plan for quality treatment and mitigation, either onsite or on the main campus that is equivalent to the proposed paved surface of 7,343 sq ft. The site plans shall be submitted for review and approval by the Department of Public Works and the Planning Division. The improvements shall be installed prior to the issuance of a certificate of occupancy for the parking lot and release of the performance guarantee.
3. The applicant and all assigns, must comply with the conditions of Chapter 32 Storm Water including Article III. Post-Construction Storm Water Management, which specifies the annual inspections and reporting requirements. The developer/contractor/subcontractor must comply with conditions of the construction storm water management plan and sediment & erosion control plan based on our standards and state guidelines.
4. Prior to a Certificate of Occupancy, a stormwater maintenance plan shall be submitted for review and approval by the Department of Public Works and the Planning Division.
5. The proposed lighting fixtures shall be mounted at the lowest height necessary with no fixture height to exceed twenty (20) feet above grade, and lighting shall be reduced to 50% of permitted levels from one hour after the business closing to one hour before business opening.
6. The revised final site plans shall include erosion controls down-gradient of grading and gravel removal/replacement within the existing gravel parking lot areas in accordance with the MaineDEP Basic Standards (Erosion and Sediment Control BMP's) and the City's Land Use Ordinance, for review and approval by the Planning Authority and Department of Public Services. The final site plans shall be submitted within thirty (30) days of the date of this letter and prior to the issuance of a certificate of occupancy.
7. All new or modified outfalls on the site shall include outlet protection in accordance with the MaineDEP Basic Standards (Erosion and Sediment Control BMP's). Outlet protection shall be noted for the outfall from the catch basin with a 15" SD on the south edge of the property and the two 8" SD pipes from the concrete pads on the south edge of the property.
8. The site plan and details are unclear as to the application of level lip spreaders, rip-rap outlet protection, or a combination of these two practices at the outfalls on the site. A similar symbol is used for each, and the orientation of the spreader / apron is unclear from the site plan. In addition, the level spreader detail does not show the outfall location and orientation relative to the level lip. The final site plan and level spreader detail shall be clarified to show the design intent and submitted for review and approval by the Planning Authority and Department of Public Services within thirty (30) days of the date of this letter and prior to the issuance of a certificate of occupancy.
9. All of the proposed catchbasins on site shall have a three-foot sump and a Casco Trap.
10. A snow storage/removal maintenance plan shall be submitted to show the protection of the water quality of the Brook, for review and approval by the Department of Public Service within thirty (30) days of the date of this letter and prior to the issuance of a certificate of occupancy.
11. The applicant shall provide a copy of the Maine Army National Guard's Spill Prevention Control

Countermeasures Plan (SPCC) to the City that outline the monitoring and maintenance operations associated with these pads, within thirty (30) days of the date of this letter and prior to the issuance of a certificate of occupancy.

The approval is based on the submitted site plan. If you need to make any modifications to the approved site plan, you must submit a revised site plan for staff review and approval. This approval for the parking lot does not satisfy the conditions that were originally placed on the College of Pharmacy Site Plan for a Campus Master Plan, Long-term Parking Strategy Plan and Stormwater Management Plan that is to be submitted on February 24, 2012.

STANDARD CONDITIONS OF APPROVAL

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

1. **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.
2. **Separate Building Permits Are Required** This approval does not constitute approval of building plans, which must be reviewed and approved by the City of Portland's Inspection Division.
3. **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.
4. **Performance Guarantee and Inspection Fees** A performance guarantee covering the site improvements, inspection fee payment of 2.0% of the guarantee amount and seven (7) final sets of plans must be submitted to and approved by the Planning Division and Public Services 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.
5. **Defect Guarantee** A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
6. **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 Service's 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.
7. **Department of Public Services Permits** If work will occur within the public right-of-way such as utilities, curb, sidewalk and driveway construction, a street opening permit(s) is required for your site. Please contact Carol Merritt at 874-8300, ext. 8828. (Only excavators licensed by the City of Portland are eligible.)
8. **As-Built Final Plans** Final sets of as-built plans shall be submitted digitally to the Planning Division, on a CD or DVD, in AutoCAD format (*.dwg), release AutoCAD 2005 or greater.

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 Division 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 Shukria Wiar at (207) 874- 8083.

Sincerely,


Alexander Jaegerman
Planning Division Director

Attachments:

1. Tom Errico memo dated 11.23.2011
2. David Sensus memo dated 11.30.2011
3. David Margolis-Pineo memo dated 11.30.2011
4. Performance Guarantee Packet

Electronic Distribution:

Greg Mitchell, Acting Director of Planning and Urban Development Department
Alexander Jaegerman, Planning Division Director
Barbara Barhydt, Development Review Services Mgr, Planning
Shukria Wiar, Planner
Philip DiPierro, Development Review Coordinator, Planning
Marge Schmuckal, Zoning Administrator, Inspections Division
Tammy Munson, Inspection Divison Director,
Lannie Dobson, Administration, Inspections Division
Michael Bobinsky, Director, Public Services
Katherine Earley, Engineering Services Mgr., Public Services
Bill Clark, Project Engineer, Public Services
David Margolis-Pineo, Deputy City Engineer, Public Services
Jane Ward, Administration, Public Services
Capt. Chris Pirone, Fire Department
Jeff Tarling, City Arborist, Public Services
Thomas Errico, P.E., T.Y. Lin Associates
David Senus, P.E., Woodard & Curran
Assessor's Office
Approval Letter File

Shukria Wiar - UNE Parking Lot Project

From: Tom Errico <thomas.errico@tylin.com>
To: Shukria Wiar <SHUKRIAW@portlandmaine.gov>
Date: 11/23/2011 8:12 AM
Subject: UNE Parking Lot Project
CC: "Earley, Katherine" <KAS@portlandmaine.gov>, "Margolis-Pineo, David" <DM...>

Shukria – I have reviewed the materials provided for the parking lot project and find the project to be acceptable with the following comments:

- I support a waiver from the City's Technical Standards as it relates to driveway spacing. This is based on information provided by the applicant indicating the driveway currently does not have any crash history, traffic volumes entering and exiting the proposed driveway will be relatively low, and the applicant is increasing separation as much as possible given existing constraints (I support their plan to save trees).
- It is my understanding that the applicant has agreed to provide a raised sidewalk for a portion of the site. I support this proposal, but I want to emphasize that for the at grade pathway, winter maintenance must keep it clear for safe pedestrian movements. The driveway in the area of the pathway is only 20 feet wide and there is the potential for vehicle and pedestrian conflict.
- Lastly, I would suggest that conditions be monitored and at a future time when the applicant is seeking approval for phase 2 of the parking lot, adjustments in the plan be considered if problems are identified.

If you have any questions or comments, please contact me.

Best regards,

Thomas A. Errico, PE
Senior Associate
Traffic Engineering Director
TYLIN INTERNATIONAL
12 Northbrook Drive
Falmouth, ME 04105
207.347.4354 direct
207.400.0719 mobile
207.781.4753 fax
thomas.errico@tylin.com
Visit us online at www.tylin.com

"One Vision, One Company"
Please consider the environment before printing.

MEMORANDUM



TO: Shukria Wiar, Planner
FROM: David Senus, P.E.
DATE: November 30, 2011
RE: UNE Armory Parking

Woodard & Curran has reviewed the revised Plans for the Level I Site Alteration Permit Application for the proposed University of New England (UNE) parking lot located at 772 Stevens Avenue.

Documents Received

- Engineering Plans, Sheets C-101, C-102, C-300, C-301 dated November 29, 2011, prepared by Site Design Associates on behalf of the University of New England.
- Stevens Avenue Armory Refueling Pad Details, Sheet 1 of 1 dated November 10, 2011, prepared by the Department of Defense, Veterans and Emergency Management.

Comments

- The revised plans indicate grading and gravel removal / replacement within the existing gravel parking lot areas. The plans must include erosion controls down-gradient of these work areas in accordance with the MaineDEP Basic Standards (Erosion and Sediment Control BMP's) and the City's Land Use Ordinance.
- All new or modified outfalls on the site must include outlet protection in accordance with the MaineDEP Basic Standards (Erosion and Sediment Control BMP's). Outlet protection should be noted for the outfall from the catch basin with a 15" SD on the south edge of the property and the two 8" SD pipes from the concrete pads on the south edge of the property.
- The site plan and details are unclear as to the application of level lip spreaders, rip-rap outlet protection, or a combination of these two practices at the outfalls on the site. A similar symbol is used for each, and the orientation of the spreader / apron is unclear from the site plan. In addition, the level spreader detail does not show the outfall location and orientation relative to the level lip. The site plan and level spreader detail should be clarified to show the design intent.
- The site plan depicts two concrete pads to be relocated to the south edge of the site, with an 8" diameter storm drain pipe originating from a drain on each pad, and discharging to just above an 18" CMP culvert on the south edge of the site. We understand that these concrete pads are to be used as spill prevention pads for refueling vehicles, with a sump pit and valve-controlled outlet. We understand the operation procedures for monitoring and discharging storm water from these pads is outlined in the Maine Army National Guard's Spill Prevention, Control and Countermeasure Plan (SPCC). We recommend the City request a copy of this SPCC plan as part of the applicant's stormwater maintenance procedures for the site.

Shukria Wiar - UNE

From: David Margolis-Pineo
To: Shukria Wiar
Date: 11/30/2011 3:37 PM
Subject: UNE
CC: Barbara Barhydt

November 30, 2011

TO: Shukria Wiar
Barbara Barhydt
FROM: David Margolis-Pineo
Dept. of Public Services
RE: Review Comments: UNE Parking

This Department has the following comments:

1. Since it has been determined that the relocated concrete pads are fueling stations, please see comments from Dave Senus – Woodard and Curran.
2. The new catch basin located near the relocated concrete pads represents a new, concentrated discharge of stormwater to tributaries of Capisic Brook. It's proximity to the vehicle fueling stations increases the likelihood that polluted runoff will enter the brook via this catch basin and drainage system. What can be done to reduce the likelihood of this occurring? This catchbasin shall have a three foot sump, Casco Trap. Please add a detail on how the flows discharged from this catchbasin will be handled to avoid erosion.
3. Snow Removal Gates – Two snow removal gates have been identified on the plan. A snow storage maintenance plan should be developed to protect water quality in the brook.
4. Show erosion control locations.

Shukria Wiar - RE: Fwd: UNE Response to Comments

From: Barbara Barhydt
To: Saucier, Tom; Thibeault, 'Alan'
Date: 11/23/2011 9:03 AM
Subject: RE: Fwd: UNE Response to Comments
CC: Jaegerman, Alex; Margolis-Pineo, David; Roncarati, Doug; Senus', 'Dav...'

Hi Tom:

I have asked Shukria to draft a letter, but she has not made it into the office yet. If you are choosing option C you need to find a solution for it prior to the final c of o. It is a condition connected with this project and is separate from other plans and cannot be postponed to the master plan.

You will need to submit a cost estimate form for the performance guarantee and then establish a letter of credit or escrow account for the amount. A pre-construction meeting is required. We will authorize the work, but you do need to apply for a change of use permit through the Inspection office.

Thank you.

Barbara

Barbara Barhydt
Development Review Services Manager
Planning Division
389 Congress Street 4th Floor
Portland, ME 04101
(207) 874-8699
Fax: (207) 756-8256

bab@portlandmaine.gov>>> "Tom Saucier" <tsaucier@sitedesignassociates.biz> Tuesday, November 22, 2011 3:44 PM >>>
Hi Barbara

Thank you.

We have discussed this with UNE and we will revise the plans accordingly. We are in hopes that (c) can be included as a condition of approval to allow us time to explore options for treatment, in conjunction with the master plan development, and further development of the Phase II Armory plans.

When could we expect a formal approval? Time is of the essence with paving plants likely to close next week.

thanks again,
tom

Tom Saucier, P.E.
Site Design Associates
23 Whitney Way
Topsham, Maine 04086

ph: 207-449-4275
cell: 207-756-0068
email: tsaucier@sitedesignassociates.biz

From: Barbara Barhydt [mailto:BAR@portlandmaine.gov]
Sent: Tuesday, November 22, 2011 3:24 PM
To: Alan Thibeault
Cc: Alex Jaegerman; Doug Roncarati; David Margolis-Pineo; Shukria Wiar; tsaucier@sitedesignassociates.biz; David Senus
Subject: Re: Fwd: UNE Response to Comments

Hi Alan and Tom:

This will be very brief as I need to go to the Planning Board Workshop at 3:30.

- 1) Tom Errico is willing to approve the waiver of the driveways. He is working on how he will frame that approval.
- 2) He is willing to have the painted line for the sidewalk on the Church property, but he will draft a condition that this will be re-evaluated when the Phase II plan comes in.
- 3) The site plan ordinance requires that all development except single and two family meet the stormwater standards and regulations. It also states this in Chapter 5, but I agree there is confusion that it does not specifically list Level I reviews. Thus, the city staff recommends the following: a) level lip spreaders at both outlets, b) as a condition of approval and prior to a C of O, a stormwater maintenance plan be submitted for review and approval. c) To meet the general standards and the urban impaired standards, we recommend that you consider treatment options, such as i. treatment at the base of the driveway, ii. conversion of impervious surface to pervious surface elsewhere on the campus (equivalent to proposed paved surface) iii. install an alternative treatment system on the campus - tree box filter- rain garden etc. that would meet both the General standards and the urban impaired. We have accepted payments to the urban impaired stream where there is no option for on-site treatment. In this case, we recommend exploring options that might exist on the campus. This could be a condition of approval.

Please let us know your thoughts.

Thank you.

Barbara

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Development Review Services Manager
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Portland, ME 04101

(207) 874-8699

Fax: (207) 756-8256

bab@portlandmaine.gov >> "Alan Thibeault" <athibeault@une.edu> Tuesday, November 22, 2011 11:24 AM
>>>

Barbara, thank you for your response. We look forward to your comments . Should we anticipate seeing today?
Thanks

>>> "Barbara Barhydt" <BAB@portlandmaine.gov> 11/22/11 11:06 AM >>>
Hello:

Shukria and I have been trying to sort through your response and get feedback from the other reviewers. We are not done yet and we will continue to seek to resolve the questions and points you raise.

I hope to be able to answer more later.

Barbara

>>> "Alan Thibeault" <ATHibeault@une.edu> Tuesday, November 22, 2011 9:27 AM >>>

Barbara, just left you a message...trying to determine the City's position on the granting the waiver in regards to the existing parking lot entrances. If the waiver will not be granted UNE will need to find another solution to the current parking issue.

Secondly, I am trying to determine the specific requirements of the Tier 1 submission. Our interpretation is that a stormwater analysis is not required at this time. Our intent is to come back and apply for the Tier 2, to maximize the parking in the lower Armory parking area. This will require the stormwater analysis. Our hope is that the City would accept the Tier 1 without the stormwater, understanding it is forthcoming.

I have a family medical emergency that will limit my ability to communicate today. Please try my cell 468-9296, or e-mail. You could also speak directly with Tom Saucier, should that be easier. His contact info is Phone: 207-449-4275 and cell: 207-756-0068

Thank you .

Alan Thibeault
Assistant Vice President for Planning
University of New England
11 Hills Beach Road
Biddeford, ME 04005
207.602.2253 (office)
207.468.9296 (cell)

>>> "Barbara Barhydt" <BAB@portlandmaine.gov> 11/18/11 3:49 PM >>>

I did get you e-mail Alan. It came in shortly after I sent this to Tom. I was expecting to see it in my box first thing this morning.

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AT

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From: "Tom Saucier" <tsaucier@sitedesignassociates.biz>
To: athibeault@une.edu; BAB@portlandmaine.gov
Date: 11/22/2011 3:45 PM
Subject: RE: Fwd: UNE Response to Comments
CC: dsenus@woodardcurran.com; SHUKRIAW@portlandmaine.gov; DMP@portlandmaine...

Hi Barbara

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AT

MEMORANDUM





TO: Erick Giles, Planner
FROM: Ashley Auger, E.I.T. & David Senus, P.E.
DATE: July 27, 2011
RE: 68 Waldron Way, Maine Parts and Machine

Woodard & Curran has reviewed the revised plans for the Maine Parts and Machine 2011 Expansion, Level II Site Plan Application, 68 Waldron Way, Portland, Maine. The project includes a 4,500 square foot building addition and an expansion of the existing parking lot for vehicle access to the addition.

Documents Provided By Applicant

- Engineering Plan Sheets C1.1-1.2, revised June 24, 2011, prepared by Pinkham & Greer, on behalf of Maine Parts and Machine.

Comments

- 
- 
- Section 5 of the City of Portland Technical Manual requires a Stormwater Management Plan pursuant to the regulations of MaineDEP Chapter 500 Stormwater Management Rules, including Basic, General and Flooding Standards, for all Level II Site Plans, with the exception of single and two family homes.
 - Basic Standard* – The Applicant has submitted erosion and sediment control plans and notes for the project. The Applicant should address the following comments with regard to the site's erosion control:
 - In accordance with MaineDEP Erosion and Sediment Control Best Management Practices, the erosion control mix sediment barrier detail should specify an organic matter content between 80 and 100%. The detail provided lists an organic content between 20%-100%.
 - A stabilized construction exit should be provided on the site.
 - General Standard* –The project results in an increase in impervious and developed area on the site. Water quality treatment will be required for the proposed site improvements in accordance with the General Standards of MaineDEP Chapter 500 Stormwater Management Rules.
 - Flooding Standard – The site was originally approved in 2001. The applicant has noted that the original approval included a waiver for “no onsite detention”, which was confirmed by Planning staff. Based on this previously granted waiver, it is our understanding that the current project is exempt from meeting the Flooding Standard. No additional submission is required.
 - The note provided for existing CB #1 on sheet C1.2 is unclear. The new 10” diameter invert in appears to be higher than the invert out of CB 1A (the structure that flows into CB1), please clarify.

*Noted in memo dated 5/26/2011; not addressed on revised plans.

Doug, Molly, Barbara and Dave, can we get together at 8:30 next Wed before development review to discuss? Let's have a copy of all the stuff has mentioned by Dave and be ready to discuss and modify and to discuss how we put a CFUP in place.

>>> "David Senus" <dsenus@woodardcurran.com> 6/2/2011 8:08 AM >>>

Hi Dave, Barbara & Doug.

Having the chance to oversee the peer review process for the past month, and having seen several applications come in that either misunderstood or overlooked the City's requirements for stormwater management, I am providing some suggestions on where I believe the City can clarify their stormwater management requirements.

City of Portland Technical Manual, Section 5

II. Applicability in Portland

This section should have a general statement to the effect of "Applicability in Portland, as outlined herein, shall supersede the applicability of the Basic, General, Flooding and Urban Impaired Stream Standards outlined within Maine DEP Chapter 500". I suggest going one step further and striking the applicability language within Chapter 500 specific to these standards. I believe many applicants are confused when they read "Applicability in Portland", then they flip a couple pages into Chapter 500 and think that they are potentially exempt from these standards.

A) Urban Impaired Stream Standard

Suggest adding Dole Brook (the most recently listed urban impaired stream in Portland) to the list of urban impaired stream watersheds. I also suggest adding "Any other urban impaired streams within Portland listed in the latest version of MaineDEP Chapter 502" to avoid the need for future modifications.

Applying the urban impaired stream standard to all development subject to City of Portland Review (except single & two family homes) without a Compensation Fee Utilization Plan (CFUP) may result in some issues. Consider this, an applicant owns an undeveloped lot in any of the urban impaired stream watersheds. They plan to fully develop this lot into a commercial or industrial business, and in doing so, will meet all stormwater requirements for Basic, General, and Flooding Standards. Because they are located in an urban impaired stream watershed, they are also required (under City Standards) to meet the Urban Impaired Stream Standard. By definition "A project in the direct watershed of an urban impaired stream must pay a compensation fee or mitigate project impacts by treating, reducing, or eliminating an off-site or on-site predevelopment impervious stormwater source as described in Section 6(A)" (Chapter 500, 4. Stormwater Stds, D. Urban impaired stream standard, (2)). Currently the City does not have an approved CFUP in place, so the applicant's only option is to mitigate project impacts by treating, reducing, or eliminating an off-site or on-site predevelopment impervious stormwater source (there are charts in Chpt 500 that spell

Shukria -
I would like to
see the approval
letter

~~Shukria~~

Issue we
don't have an
approved CFUP

out how this works). If their site was previously undeveloped and they do not own more land within that watershed, they have no available options to mitigate. Ideally the City will have a compensation fee utilization plan in place for each of the urban impaired stream watersheds at some point in the future. In the meantime, however, there are no available options to this developer. Under State law, the Urban Impaired Stream Standard is applicable to Site Law sites. Typically these sites offer mitigation opportunities. Because Portland applies this standard to smaller sites, there may be situations where no mitigation opportunities exist. I would suggest getting CFUP's in place sooner than later. I understand from Zach that watershed management plans can substitute for CFUP's, so the Capisic Brook WMP may be able to this once finalized for the Capisic watershed.

One other clarification that I believe Chapter 500 has missed - the mitigation activity should occur within the same watershed as the proposed development. As I read the Chapter 500 language, it just refers to on-site or off-site mitigation. Language should be added to the effect of "Mitigation activities shall occur in the same watershed as the development project".

I realize this is a boatload of info. I'm glad to discuss these items in more detail. Feel free to give me a call to discuss.

Thanks,
Dave

David Senus, PE, Project Manager
Woodard & Curran, Inc.
41 Hutchins Drive
Portland, ME 04102
Phone: (800) 426-4262 x3241
Fax: (207) 774-6635

Woodard & Curran
www.woodardcurran.com
Commitment & Integrity Drive Results

From: "David Senus" <dsenus@woodardcurran.com>
To: MPC@portlandmaine.gov; DAR@portlandmaine.gov; BAB@portlandmaine.gov; AQJ...
CC: zhenderson@woodardcurran.com
Date: Friday, June 03, 2011 1:13 PM
Subject: RE: RE: Suggested Modifications to Technical Manual Related to Stormwater Management

Looks like Zach & I can make 11 AM.

-----Original Message-----

From: David Margolis-Pineo [mailto:DMP@portlandmaine.gov]
Sent: Friday, June 03, 2011 1:07 PM
To: Alex Jaegerman; Barbara Barhydt; Doug Roncarati; Molly Casto; David Senus
Cc: Zachary Henderson
Subject: Re: RE: Suggested Modifications to Technical Manual Related to Stormwater Management

Ya, I think it's pretty important that you be there Alex. Can everyone shift to 11?

>>> Alex Jaegerman 6/3/2011 9:01 AM >>>

I can't do 8:30 Wednesday. Can we meet at 11:00 or right after the Development Review meeting?

Alex

Alexander Jaegerman, AICP
Planning Division Director
389 Congress Street, Suite 400
Portland, ME 04101

Phone: (207)874-8724

>>> David Margolis-Pineo (David Margolis-Pineo) 06/02/11 11:05 AM >>>
Dave/Zachary,

Thank you again. See you Wed morning.

>>> "David Senus" <dsenus@woodardcurran.com> 6/2/2011 8:45 AM >>>

I'm available next Wednesday at 8:30. I'll bring Zach along with me, he's got good insight into these matters.

-----Original Message-----

From: David Margolis-Pineo [mailto:DMP@portlandmaine.gov]
Sent: Thursday, June 02, 2011 8:35 AM
To: Barbara Barhydt; Doug Roncarati; Molly Casto
Cc: David Senus
Subject: Re: Suggested Modifications to Technical Manual Related to Stormwater Management

Guys,

Dave raises some good points here. Good to have an outsider's view.

Shukria Wiar - RE: Fwd: UNE Response to Comments

From: Barbara Barhydt
To: Saucier, Tom; Thibeault, Alan
Date: 11/23/2011 9:03 AM
Subject: RE: Fwd: UNE Response to Comments
CC: Jaegerman, Alex; Margolis-Pineo, David; Roncarati, Doug; Senus, David

Hi Tom:

I have asked Shukria to draft a letter, but she has not made it into the office yet. If you are choosing option C you need to find a solution for it prior to the final c of o. It is a condition connected with this project and is separate from other plans and cannot be postponed to the master plan.

You will need to submit a cost estimate form for the performance guarantee and then establish a letter of credit or escrow account for the amount. A pre-construction meeting is required. We will authorize the work, but you do need to apply for a change of use permit through the Inspection office.

Thank you.

Barbara

Barbara Barhydt
Development Review Services Manager
Planning Division
389 Congress Street 4th Floor
Portland, ME 04101
(207) 874-8699
Fax: (207) 756-8256

bab@portlandmaine.gov>>> "Tom Saucier" <tsaucier@sitedesignassociates.biz> Tuesday, November 22, 2011 3:44 PM >>>

Hi Barbara

Thank you.

We have discussed this with UNE and we will revise the plans accordingly. We are in hopes that (c) can be included as a condition of approval to allow us time to explore options for treatment, in conjunction with the master plan development, and further development of the Phase II Armory plans.

When could we expect a formal approval? Time is of the essence with paving plants likely to close next week.

thanks again,
tom

Tom Saucier, P.E.
Site Design Associates
23 Whitney Way
Topsham, Maine 04086

ph: 207-449-4275
cell: 207-756-0068
email: tsaucier@sitedesignassociates.biz

From: Barbara Barhydt [<mailto:BAR@portlandmaine.gov>]
Sent: Tuesday, November 22, 2011 3:24 PM
To: Alan Thibeault
Cc: Alex Jaegerman; Doug Roncarati; David Margolis-Pineo; Shukria Wiar; tsaucier@sitedesignassociates.biz; David Senus
Subject: Re: Fwd: UNE Response to Comments

Hi Alan and Tom:

This will be very brief as I need to go to the Planning Board Workshop at 3:30.

- 1) Tom Errico is willing to approve the waiver of the driveways. He is working on how he will frame that approval.
- 2) He is willing to have the painted line for the sidewalk on the Church property, but he will draft a condition that this will be re-evaluated when the Phase II plan comes in.
- 3) The site plan ordinance requires that all development except single and two family meet the stormwater standards and regulations. It also states this in Chapter 5, but I agree there is confusion that it does not specifically list Level I reviews. Thus, the city staff recommends the following: a) level lip spreaders at both outlets, b) as a condition of approval and prior to a C of O, a stormwater maintenance plan be submitted for review and approval. c) To meet the general standards and the urban impaired standards, we recommend that you consider treatment options, such as i. treatment at the base of the driveway, ii. conversion of impervious surface to pervious surface elsewhere on the campus (equivalent to proposed paved surface) iii. install an alternative treatment system on the campus - tree box filter- rain garden etc. that would meet both the General standards and the urban impaired. We have accepted payments to the urban impaired stream where there is no option for on-site treatment. In this case, we recommend exploring options that might exist on the campus. This could be a condition of approval.

Please let us know your thoughts.

Thank you.

Barbara

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Fax: (207) 756-8256

bab@portlandmaine.gov>>> "Alan Thibeault" <athibeault@une.edu> Tuesday, November 22, 2011 11:24 AM
>>>

Barbara, thank you for your response. We look forward to your comments . Should we anticipate seeing today?
Thanks

>>> "Barbara Barhydt" <BAB@portlandmaine.gov> 11/22/11 11:06 AM >>>
Hello:

Shukria and I have been trying to sort through your response and get feedback from the other reviewers. We are not done yet and we will continue to seek to resolve the questions and points you raise.

I hope to be able to answer more later.

Barbara

>>> "Alan Thibeault" <ATHibeault@une.edu> Tuesday, November 22, 2011 9:27 AM >>>
Barbara, just left you a message...trying to determine the City's position on the granting the waiver in regards to the existing parking lot entrances. If the waiver will not be granted UNE will need to find another solution to the current parking issue.

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I have a family medical emergency that will limit my ability to communicate today. Please try my cell 468-9296, or e-mail. You could also speak directly with Tom Saucier, should that be easier. His contact info is Phone: 207-449-4275 and cell: 207-756-0068

Thank you .

Alan Thibeault
Assistant Vice President for Planning
University of New England
11 Hills Beach Road
Biddeford, ME 04005
207.602.2253 (office)
207.468.9296 (cell)

>>> "Barbara Barhydt" <BAB@portlandmaine.gov> 11/18/11 3:49 PM >>>
I did get you e-mail Alan. It came in shortly after I sent this to Tom. I was expecting to see it in my box first thing this morning.

Thanks.

Barbara

>>> "Alan Thibeault" <AThibeault@une.edu> Friday, November 18, 2011 3:19 PM >>>
Barbara, didn't realize your e-mail had changed...sorry.

AT

Shukria Wiar - RE: Fwd: UNE Response to Comments

From: "Tom Saucier" <tsaucier@sitedesignassociates.biz>
To: athibeault@une.edu; BAB@portlandmaine.gov
Date: 11/22/2011 3:45 PM
Subject: RE: Fwd: UNE Response to Comments
CC: dsenus@woodardcurran.com; SHUKRIAW@portlandmaine.gov; DMP@portlandmaine....

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Please let us know your thoughts.

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Site Design Associates

Consulting Engineering and Land Planning

December 20, 2011

Alexander Jaegerman, Planning Division Director
Planning Division
4th Floor City Hall
389 Congress Street
Portland, ME 04101

**RE: University of New England
Proposed Parking Lot
772 Stevens Avenue**

Dear Alex;

On behalf of University of New England (UNE), Site Design Associates (SDA) is pleased to submit plans and the following information in response to the conditions of approval outlined in your December 1, 2011 approval letter to UNE. The approval was for the construction of an access drive and associated parking and drainage improvements on the Portland Armory and Stevens Avenue Congregational Church properties adjacent to UNE's campus in Portland.

We have included 1 paper copy and a CD with electronic files of the following information in support of this application:

- Stormwater Maintenance Plan
- Drawings
 - C-101 Site Plan
 - C-102 Grading, Drainage, and Erosion Control Plan
 - C-300 Erosion and Sedimentation Control Notes and Details
 - C-301 Site Details

Responses to Conditions of Approval

1. Acknowledged.
2. This condition suggests that the Level I Site Alteration must meet both the general and urban impaired stream standards. With the creation of only 7,343 sf of new impervious area in the Capisic Brook watershed, and the disturbance of less than one acre, we believe the basic standards and urban impaired stream standard are the applicable standards. The regrading and maintenance of the lower lots does not result in an increase in impervious area, impermeable surface, or a change of drainage patterns, nor does it involve the construction of new structures. It is not disturbed or redeveloped area per the City or DEP definitions. There will not be a

significant change from existing grades. Therefore, this work should not be included when determining thresholds for stormwater permit requirements and standards.

We have explored opportunities for treating 7,343 sf of impervious area on site and on the Westbrook College Campus. These included removal of existing impervious areas on site and on the campus, and onsite treatment. At this point there is no viable means of providing the required treatment. Removal of impervious area would ultimately mean a loss of parking, which is not reasonable, given UNE's goal of providing additional parking on or adjacent to the campus. Given the season of the year, it is not suitable weather for the installation of BMP's.

In order to resolve this issue, UNE would be willing to pay the compensation fee, as provided for in section 5 of the city of Portland's Technical Manual. At a compensation rate of \$5,000 per acre, the fee for 7,343 sf would be \$842.86.

3. Acknowledged.
4. A stormwater maintenance plan is attached.
5. The proposed lighting fixtures have been mounted at a height of 20 feet above grade. The lighting is on a timer set to shut off at midnight and utilizes a photocell to turn on as needed.
6. The site plans have been revised to show erosion control measures installed downgradient of the graveled areas. This was also discussed at the pre-construction meeting with the city. The measures were installed as noted on the drawings.
7. The plans have been revised to show outlet protection at the 15 inch diameter outlet and the two 8 inch diameter outlets from the gravel pads.
8. The plans have been modified to clarify the outlet protection.
9. Acknowledged.
10. The plans now show the current location of the snow removal gates and the snow removal area. This information differs from that shown on the plans submitted on December 5, dated December 2. In reviewing the snow removal areas with the MEARNG, the current locations for the gates and the area were selected as the only areas with the suitable topography for storing and filtering the snow. The snow storage area will be cleared of trees and brush. Stumps will remain and there will be no grubbing or disturbance of the ground surface. An erosion

control mix filter berm will be installed along the perimeter of the snow removal area. These measures should serve to protect the water quality of Capisic Brook.

11. The MEARNG has indicated that the excerpt from the SPCC plan will be provided to the city for review early in the new year.

We believe that with this submission we have satisfactorily addressed the conditions of approval. Please let us know of any questions or comments, and we look forward to hearing from the city regarding amendment of approval condition number 5.

Sincerely,
Site Design Associates



Tom Saucier, P.E.
President

cc: Alan Thibeault, UNE, Director of Campus Planning



PORTLAND MAINE

Strengthening a Remarkable City. Building a Community for Life • www.portlandmaine.gov

Planning & Urban Development Department
Gregory A. Mitchell, Acting Director

Planning Division
Alexander Jaegerman, Director

February 1, 2012

University of New England
Attention: Alan Thibeault
11 Hills Beach Road
Biddeford, ME 04005

Site Design Associates
Attention: Tom Saucier
23 Whitney Way
Topsham, ME 04086

Project Name:	UNE- Armory Parking Project	ID:	2011-383
Address:	772 Stevens Avenue	CBL:	145-B-18
Applicant:	University of New England		
Planner:	Shukria Wiar		
RE:	Amended Approval Letter		

Dear Mr. Thibeault:

On February 1, 2012, the Planning Authority approved an amended Level I: Site Alteration approval for the UNE- Armory Parking project, which was first approved with conditions on November 30, 2011 for the University of New England. The proposal was for the construction of an access drive and associated parking and drainage improvements on the Portland Armory at 772 Stevens Drive. The original decision is based upon the plans and application as submitted and prepared by Tom Saucier of Site Design Associates with a revision date of 11.07.11. The revised approval addresses modifications to Condition #2 as highlighted below and the inclusion of condition #12 to meet water quality provisions for snow removal as shown on the revised plans dated xxxxxx. The proposal was reviewed for conformance with the standards of Portland's site plan ordinance.

WAIVERS

The Planning Authority waives the Technical Standard, Section 1.7.2.7. Location and Spacing of Driveways: Distance between drives center to center to be a minimum of 100 feet to allow the two adjacent existing driveways on separate lots to remain in place and to add a two foot wide landscaped median.

The Planning Authority waives Land Use Code Section 14-526 (4) (a) (v) that requires all parking lots, except for temporary lots to used for less than one year, shall be construction of a permanent and durable hard surface that is not subject to ponding or erosion, to allow the existing parking lot to remain gravel with a new paved access way into the rear parking area.

The Planning Authority waives the Technical Standard, Section 5 (III) (4) (E) Flooding Standards for the reason that the total new impervious area will not result in additional runoff, and the proposed new treatment system will provide some flow attenuation on site.

SITE PLAN REVIEW

The Planning Authority found the plan is in conformance with the Site Plan Standards of the Land Use Code subject to the following conditions of approval:

1. If and when the applicant seeks approval for the Phase II of the Armory parking lot, the walkway on the Church's property and the driveway separation shall be re-evaluated and adjustments in the plan shall be considered if problems are identified.
2. In order to meet the General Standards and Urban Impaired Stream standards of Section 5 of the Portland Technical Manual, the applicant shall submit a stormwater plan for quality treatment and mitigation, either onsite or on the main campus that is equivalent to the proposed paved surface of 7,343 sq. ft. The site plans shall be submitted for review and approval by the Department of Public Works and the Planning Division. The improvements shall be installed prior to the issuance of a final certificate of occupancy for the parking lot and prior to the release of the performance guarantee. The stormwater improvements designed to meet this condition may be included in the Phase II parking lot application with the understanding that the performance guarantee for Phase I will be retained with adequate funds to meet this condition or approval, until such time Phase II is approved and a performance guarantee incorporating the required stormwater improvements for Phase I and II is secured. If the Phase II plan is withdrawn or not approved by the Portland Planning Board, then the stormwater management improvements required to meet the General Standards for Phase I shall be completed within ninety (90) days of the decision or withdrawal.
3. The applicant and all assigns, must comply with the conditions of Chapter 32 Storm Water including Article III. Post-Construction Storm Water Management, which specifies the annual inspections and reporting requirements. The developer/contractor/subcontractor must comply with conditions of the construction storm water management plan and sediment & erosion control plan based on our standards and state guidelines.
4. Prior to a Certificate of Occupancy, a stormwater maintenance plan shall be submitted for review and approval by the Department of Public Works and the Planning Division.
5. The proposed lighting fixtures shall be mounted at the lowest height necessary with no fixture height to exceed twenty (20) feet above grade, and lighting shall be reduced to 50% of permitted levels from one hour after the business closing to one hour before business opening.
6. The revised final site plans shall include erosion controls down-gradient of grading and gravel removal/replacement within the existing gravel parking lot areas in accordance with the MaineDEP Basic Standards (Erosion and Sediment Control BMP's) and the City's Land Use Ordinance, for review and approval by the Planning Authority and Department of Public Services. The final site plans shall be submitted within thirty (30) days of the date of this letter and prior to the issuance of a certificate of occupancy.
7. All new or modified outfalls on the site shall include outlet protection in accordance with the MaineDEP Basic Standards (Erosion and Sediment Control BMP's). Outlet protection shall be noted for the outfall from the catch basin with a 15" SD on the south edge of the property and the two 8" SD pipes from the concrete pads on the south edge of the property.
8. The site plan and details are unclear as to the application of level lip spreaders, rip-rap outlet protection, or a combination of these two practices at the outfalls on the site. A similar symbol is used for each, and the orientation of the spreader / apron is unclear from the site plan. In addition, the level spreader detail does not show the outfall location and orientation relative to the level lip. The final site plan and level spreader detail shall be clarified to show the design intent and submitted for review and approval by the

Planning Authority and Department of Public Services within thirty (30) days of the date of this letter and prior to the issuance of a certificate of occupancy.

9. All of the proposed catchbasins on site shall have a three-foot sump and a Casco Trap.
10. A snow storage/removal maintenance plan shall be submitted to show the protection of the water quality of the Brook, for review and approval by the Department of Public Service within thirty (30) days of the date of this letter and prior to the issuance of a certificate of occupancy.
11. The applicant shall provide a copy of the Maine Army National Guard's Spill Prevention Control Countermeasures Plan (SPCC) to the City that outline the monitoring and maintenance operations associated with these pads, within thirty (30) days of the date of this letter and prior to the issuance of a certificate of occupancy.
12. The proposed berm for the snow storage/removal that is proposed in the maintenance plan for the protection of the water quality of Capisic Brook shall be maintained annually to function as designed.

The approval is based on the submitted site plan. If you need to make any modifications to the approved site plan, you must submit a revised site plan for staff review and approval. This approval for the parking lot does not satisfy the conditions that were originally placed on the College of Pharmacy Site Plan for a Campus Master Plan, Long-term Parking Strategy Plan and Stormwater Management Plan that is to be submitted on February 24, 2012.

STANDARD CONDITIONS OF APPROVAL

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

1. **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.
2. **Separate Building Permits Are Required** This approval does not constitute approval of building plans, which must be reviewed and approved by the City of Portland's Inspection Division.
3. **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.
4. **Performance Guarantee and Inspection Fees** A performance guarantee covering the site improvements, inspection fee payment of 2.0% of the guarantee amount and seven (7) final sets of plans must be submitted to and approved by the Planning Division and Public Services 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.
5. **Defect Guarantee** A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
6. **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 Service's 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.

7. **Department of Public Services Permits** If work will occur within the public right-of-way such as utilities, curb, sidewalk and driveway construction, a street opening permit(s) is required for your site. Please contact Carol Merritt at 874-8300, ext. 8828. (Only excavators licensed by the City of Portland are eligible.)
8. **As-Built Final Plans** Final sets of as-built plans shall be submitted digitally to the Planning Division, on a CD or DVD, in AutoCAD format (*.dwg), release AutoCAD 2005 or greater.

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 Division 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 Shukria Wiar at (207) 874- 8083.

Sincerely,


Alexander Jaegerman
Planning Division Director

Attachments: (included with the December 1, 2011 approval)

1. Tom Errico memo dated 11.23.2011
2. David Sensus memo dated 11.30.2011
3. David Margolis-Pineo memo dated 11.30.2011
4. Performance Guarantee Packet

Electronic Distribution:

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Alexander Jaegerman, Planning Division Director
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Philip DiPierro, Development Review Coordinator, Planning
Marge Schmuckal, Zoning Administrator, Inspections Division
Tammy Munson, Inspection Division Director,
Lannie Dobson, Administration, Inspections Division
Michael Bobinsky, Director, Public Services
Katherine Earley, Engineering Services Mgr., Public Services
Bill Clark, Project Engineer, Public Services
David Margolis-Pineo, Deputy City Engineer, Public Services
Jane Ward, Administration, Public Services
Capt. Chris Pirone, Fire Department
Jeff Tarling, City Arborist, Public Services
Thomas Errico, P.E., T.Y. Lin Associates
David Senus, P.E., Woodard & Curran
Assessor's Office
Approval Letter File



PORTLAND MAINE

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Planning & Urban Development Department

Gregory A. Mitchell, Acting Director

Planning Division

Alexander Jaegerman, Director

February 1, 2012

University of New England
Attention: Alan Thibeault
11 Hills Beach Road
Biddeford, ME 04005

Site Design Associates
Attention: Tom Saucier
23 Whitney Way
Topsham, ME 04086

Project Name:	UNE- Armory Parking Project	ID:	2011-383
Address:	772 Stevens Avenue	CBL:	145-B-18
Applicant:	University of New England		
Planner:	Shukria Wiar		
RE:	Amended Approval Letter		

Dear Mr. Thibeault:

On February 1, 2012, the Planning Authority approved an amended Level I: Site Alteration approval for the UNE- Armory Parking project, which was first approved with conditions on November 30, 2011 for the University of New England. The proposal was for the construction of an access drive and associated parking and drainage improvements on the Portland Armory at 772 Stevens Drive. The original decision is based upon the plans and application as submitted and prepared by Tom Saucier of Site Design Associates with a revision date of 11.07.11. The revised approval addresses modifications to Condition #2 as highlighted below and the inclusion of condition #12 to meet water quality provisions for snow removal as shown on the revised plans dated xxxxxx. The proposal was reviewed for conformance with the standards of Portland's site plan ordinance.

WAIVERS

The Planning Authority waives the Technical Standard, Section 1.7.2.7. Location and Spacing of Driveways: Distance between drives center to center to be a minimum of 100 feet to allow the two adjacent existing driveways on separate lots to remain in place and to add a two foot wide landscaped median.

The Planning Authority waives Land Use Code Section 14-526 (4) (a) (v) that requires all parking lots, except for temporary lots to used for less than one year, shall be construction of a permanent and durable hard surface that is not subject to ponding or erosion, to allow the existing parking lot to remain gravel with a new paved access way into the rear parking area.

The Planning Authority waives the Technical Standard, Section 5 (III) (4) (E) Flooding Standards for the reason that the total new impervious area will not result in additional runoff, and the proposed new treatment system will provide some flow attenuation on site.

SITE PLAN REVIEW

The Planning Authority found the plan is in conformance with the Site Plan Standards of the Land Use Code subject to the following conditions of approval:

1. If and when the applicant seeks approval for the Phase II of the Armory parking lot, the walkway on the Church's property and the driveway separation shall be re-evaluated and adjustments in the plan shall be considered if problems are identified.
2. In order to meet the General Standards and Urban Impaired Stream standards of Section 5 of the Portland Technical Manual, the applicant shall submit a stormwater plan for quality treatment and mitigation, either onsite or on the main campus that is equivalent to the proposed paved surface of 7,343 sq. ft. The site plans shall be submitted for review and approval by the Department of Public Works and the Planning Division. The improvements shall be installed prior to the issuance of a final certificate of occupancy for the parking lot and prior to the release of the performance guarantee. The stormwater improvements designed to meet this condition may be included in the Phase II parking lot application with the understanding that the performance guarantee for Phase I will be retained with adequate funds to meet this condition or approval, until such time Phase II is approved and a performance guarantee incorporating the required stormwater improvements for Phase I and II is secured. If the Phase II plan is withdrawn or not approved by the Portland Planning Board, then the stormwater management improvements required to meet the General Standards for Phase I shall be completed within ninety (90) days of the decision or withdrawal.
3. The applicant and all assigns, must comply with the conditions of Chapter 32 Storm Water including Article III. Post-Construction Storm Water Management, which specifies the annual inspections and reporting requirements. The developer/contractor/subcontractor must comply with conditions of the construction storm water management plan and sediment & erosion control plan based on our standards and state guidelines.
4. Prior to a Certificate of Occupancy, a stormwater maintenance plan shall be submitted for review and approval by the Department of Public Works and the Planning Division.
5. The proposed lighting fixtures shall be mounted at the lowest height necessary with no fixture height to exceed twenty (20) feet above grade, and lighting shall be reduced to 50% of permitted levels from one hour after the business closing to one hour before business opening.
6. The revised final site plans shall include erosion controls down-gradient of grading and gravel removal/replacement within the existing gravel parking lot areas in accordance with the MaineDEP Basic Standards (Erosion and Sediment Control BMP's) and the City's Land Use Ordinance, for review and approval by the Planning Authority and Department of Public Services. The final site plans shall be submitted within thirty (30) days of the date of this letter and prior to the issuance of a certificate of occupancy.
7. All new or modified outfalls on the site shall include outlet protection in accordance with the MaineDEP Basic Standards (Erosion and Sediment Control BMP's). Outlet protection shall be noted for the outfall from the catch basin with a 15" SD on the south edge of the property and the two 8" SD pipes from the concrete pads on the south edge of the property.
8. The site plan and details are unclear as to the application of level lip spreaders, rip-rap outlet protection, or a combination of these two practices at the outfalls on the site. A similar symbol is used for each, and the orientation of the spreader / apron is unclear from the site plan. In addition, the level spreader detail does not show the outfall location and orientation relative to the level lip. The final site plan and level spreader detail shall be clarified to show the design intent and submitted for review and approval by the

Planning Authority and Department of Public Services within thirty (30) days of the date of this letter and prior to the issuance of a certificate of occupancy.

9. All of the proposed catchbasins on site shall have a three-foot sump and a Casco Trap.
10. A snow storage/removal maintenance plan shall be submitted to show the protection of the water quality of the Brook, for review and approval by the Department of Public Service within thirty (30) days of the date of this letter and prior to the issuance of a certificate of occupancy.
11. The applicant shall provide a copy of the Maine Army National Guard's Spill Prevention Control Countermeasures Plan (SPCC) to the City that outline the monitoring and maintenance operations associated with these pads, within thirty (30) days of the date of this letter and prior to the issuance of a certificate of occupancy.
12. The proposed berm for the snow storage/removal that is proposed in the maintenance plan for the protection of the water quality of Capisic Brook shall be maintained annually to function as designed.

The approval is based on the submitted site plan. If you need to make any modifications to the approved site plan, you must submit a revised site plan for staff review and approval. This approval for the parking lot does not satisfy the conditions that were originally placed on the College of Pharmacy Site Plan for a Campus Master Plan, Long-term Parking Strategy Plan and Stormwater Management Plan that is to be submitted on February 24, 2012.

STANDARD CONDITIONS OF APPROVAL

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

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If there are any questions, please contact Shukria Wiar at (207) 874- 8083.

Sincerely,



Alexander Jaegerman
Planning Division Director

Attachments: (included with the December 1, 2011 approval)

1. Tom Errico memo dated 11.23.2011
2. David Sensus memo dated 11.30.2011
3. David Margolis-Pineo memo dated 11.30.2011
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Jeff Tarling, City Arborist, Public Services
Thomas Errico, P.E., T.Y. Lin Associates
David Senus, P.E., Woodard & Curran
Assessor's Office
Approval Letter File

Barbara Barhydt - RE: Armory Parking

From: "Tom Saucier" <tsaucier@sitedesignassociates.biz>
To: ""Barbara Barhydt"" <BAB@portlandmaine.gov>, ""Alan Thibeault"" <ATHibeau...>
Date: Tuesday, January 31, 2012 1:26 PM
Subject: RE: Armory Parking
CC: ""Alex Jaegerman"" <AQJ@portlandmaine.gov>, ""Shukria Wiar"" <SHUKRIAW@p...>
Attachments: Re: Armory Parking

Thanks Barbara.

These conditions are acceptable to UNE.

We do need clarification from Phil Dipierro relative to the attached email, and what conditions he refers to that need to be met, prior to issuance of a temporary CO.

For my own general information and future reference, what is the threshold or trigger for the general standards to apply? What about the flooding standards?

Is the threshold common for both, and does it apply to all Level 2 and larger site plans, as insinuated in Section 5.II.C. of the Technical Standards? Is there a square foot threshold consistent with DEP regulations?

I don't see general or flooding as required for a Level 1 alteration; in fact, neither the Technical Standards, Section 5.II.C., nor the code appears to require submission of a stormwater management plan for Level 1 reviews.

Help please.

thanks
tom

p.s. sytdesign.com email for me should not be used.

Tom Saucier, P.E.
Site Design Associates
23 Whitney Way
Topsham, Maine 04086

ph: 207-449-4275
cell: 207-756-0068
email: tsaucier@sitedesignassociates.biz

From: Barbara Barhydt [<mailto:BAB@portlandmaine.gov>]
Sent: Tuesday, January 31, 2012 12:25 PM
To: Alan Thibeault

Cc: Tom Saucier; Alex Jaegerman; Shukria Wiar; Tom Saucier
Subject: Re: Armory Parking

Hello Alan and Tom:

Thank you for discussing the UNE parking lot proposal with us on Wednesday, January 25, 2012.

While there may be some ambiguity in the language of Portland's Site Plan Ordinance and the Technical Manual, the intent of the stormwater standards in the Site Plan Ordinance was to include all development under the basic, general and flooding standards, except for single and two family homes. This is how Planning and DPS have administered these standards since adoption of the Site Plan Ordinance in August of 2010. The City adopted Chapter 500 for stormwater management, as part of the Technical Manual in order to retain delegated authority for the review and issuance of state required Stormwater Permits. The Applicability in Portland section of Chapter 5 of the Technical Manual was meant to incorporate most local development projects, in order to meet other DEP requirements under the MS4 program. The Chapter 500 applicability was retained for purposes of identifying projects requiring state permits. As we discussed, Portland does not have any adopted Compensation Fund Utilization Plans (CFUP), which re required by DEP to enable payment in lieu of treatment. DPS is about to hire a consultant to develop CFUP's for DEP review, but we do not have a payment option available at this time.

We understand that you are preparing a site plan application for the expansion of the parking lot, which will require a conditional use review by the Planning Board. The same stormwater requirements will apply, so the plans could incorporate improvements as stipulated in the condition of approval for Phase I along with any additional requirements needed for Phase II. If the Phase II is not approved, then the second condition of approval for Phase I would have to be addressed independently. We are recommending the following revised condition of approval for the Phase I parking lot:

In order to meet the General Standards and Urban Impaired Stream standards of Section 5 of the Portland Technical Manual, the applicant shall submit a stormwater plan for quality treatment and mitigation, either onsite or on the main campus that is equivalent to the proposed paved surface of 7,343 sq. ft. The site plans shall be submitted for review and approval by the Department of Public Works and the Planning Division. The improvements shall be installed prior to the issuance of a final certificate of occupancy for the parking lot and prior to the release of the performance guarantee. The stormwater improvements designed to meet this condition may be included in the Phase II parking lot application with the understanding that the performance guarantee for Phase I will be retained with adequate funds to meet this condition or approval, until such time Phase II is approved and a performance guarantee incorporating the required stormwater improvements for Phase I and II is secured. If the Phase II plan is withdrawn or not approved by the Portland Planning Board, then the stormwater management improvements required to meet the General Standards for Phase I shall be completed within ninety (90) days of the decision or withdrawal.

The staff has reviewed the snow storage/removal maintenance plan and recommends a revised condition of approval that states:

The proposed berm for the snow storage/removal that is proposed in the maintenance plan for the protection of the water quality of Capisic Brook shall be maintained annually to function as designed.

Please confirm that the revised conditions are an acceptable resolution to your concerns. If so, we will issue an amended approval letter expediently.

Thank you.

Barbara

Barbara Barhydt
Development Review Services Manager
Planning Division
389 Congress Street 4th Floor
Portland, ME 04101
(207) 874-8699
Fax: (207) 756-8256

bab@portlandmaine.gov>>> "Alan Thibeault" <AThibeault@une.edu> Tuesday, January 31, 2012 8:09 AM >>>

Barbara, I was hoping you had a chance to speak with Alex...could you please update me on the status of this discussion. Specifically, I was hoping you could "authorize" the snow storage clearing, and advise on applicability of the need for conformance with the General Standards.

Thank you
AT

>>> "Barbara Barhydt" <BAB@portlandmaine.gov> 1/27/12 3:16 PM >>>
Hello Alan and Phil:

On Wednesday, Alan, Tom, Alex, Shukria and I talked about the possibility of issuing a temporary certificate of occupancy as we resolve the stormwater condition. I spent this morning researching and considering the material submitted by Tom Saucier. I hope to meet with Alex Jaegerman this afternoon or Monday to discuss this further, so that we can finalize a solution.

Thank you.

Barbara

Barbara Barhydt
Development Review Services Manager
Planning Division
389 Congress Street 4th Floor
Portland, ME 04101
(207) 874-8699
Fax: (207) 756-8256

bab@portlandmaine.gov>>> Philip DiPierro Friday, January 27, 2012 3:01 PM >>>

Hi Alan, I won't be able to send my CO memo to the Inspections Department (they actually issue the CO) until all the conditions of approval that are required to be met prior to the issuance of the CO, have been met. There are several conditions that have not been met yet. Use of the parking lot is not permitted until all the required conditions have been met, and a CO issued.

Please contact me with any questions. Thanks.

Phil

Philip DiPierro
Development Review Coordinator
City of Portland Planning Division
389 Congress Street
Portland, Maine 04101

Phone 207 874-8632
Fax 207 756-8258

>>> "Alan Thibeault" <AThibeault@une.edu> 1/26/2012 2:55 PM >>>

Phil, I hope all is well. I understand you were able to stop by the armory lot and reviewed work to date. As you know, the plan is to complete the rest of the work in the spring. Once this work is scheduled we will let you know.

In speaking with Barbara yesterday she indicated a temporary CO might be a good thing to have until the remainder of the work is completed. Is this something you could provide? Is there anything you would need from UNE to make this happen?

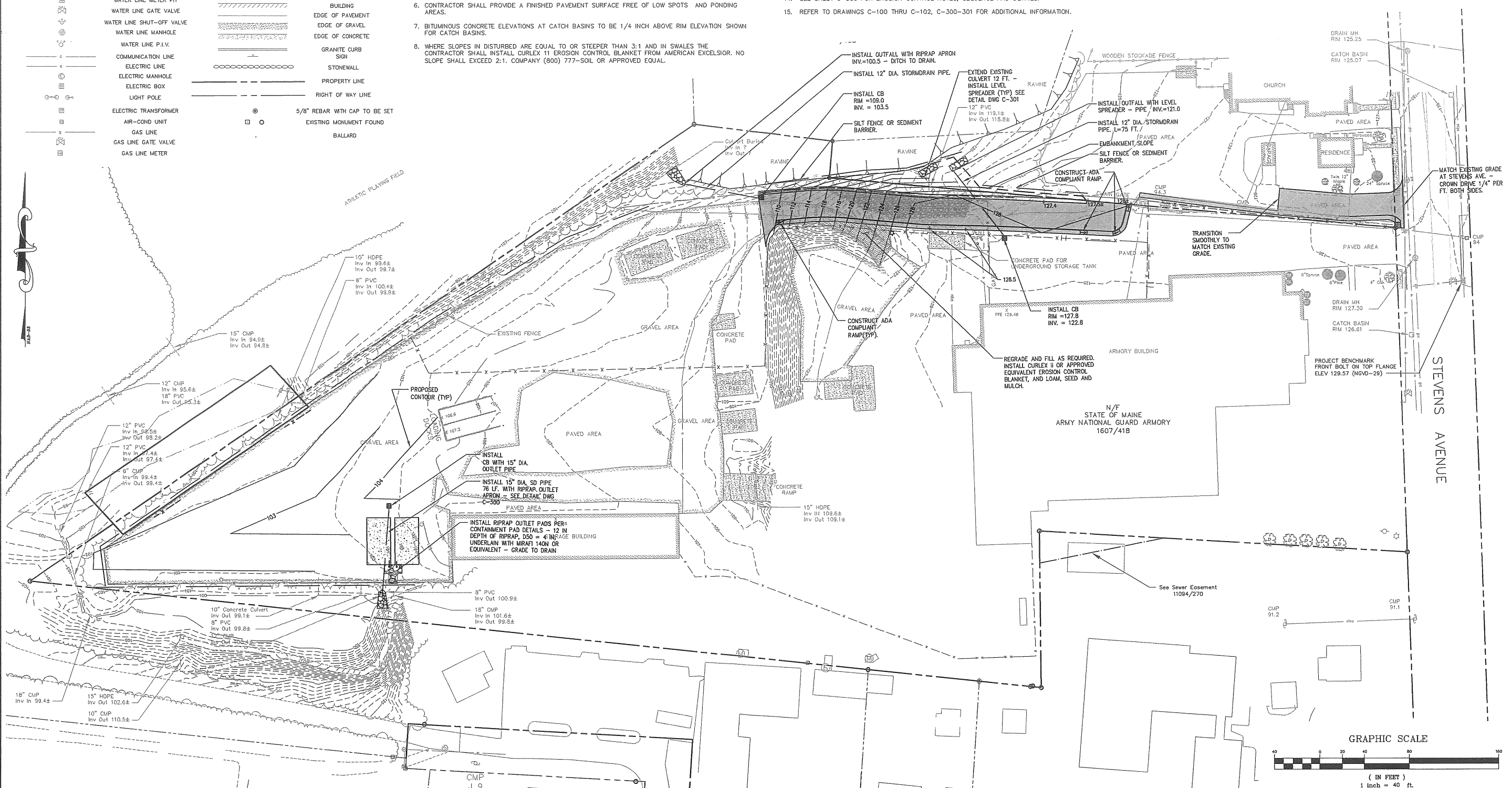
Thanks
AT

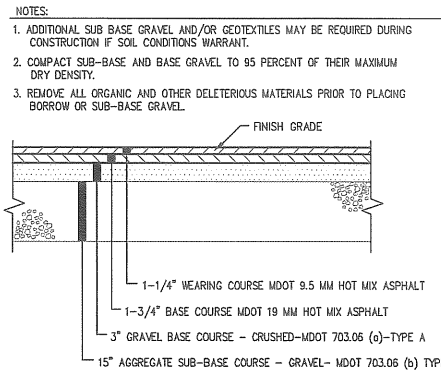
LEGEND

	STORM DRAIN MANHOLE		TREELINE
	STORM DRAIN CATCH BASIN		CHAIN LINK FENCE
	STORM DRAIN LINE		LANDSCAPE BUFFER ZONE
	STORM DRAIN CULVERT		LIGHT POLE
	SANITARY SEWER MANHOLE		TELEPHONE LINE
	SANITARY SEWER LINE		TELEPHONE MANHOLE
	SANITARY FORCE MAIN		UTILITY POLE
	WATERLINE		BUILDING
	HYDRANT		EDGE OF PAVEMENT
	WATER LINE METER PIT		EDGE OF GRAVEL
	WATER LINE GATE VALVE		EDGE OF CONCRETE
	WATER LINE SHUT-OFF VALVE		GRANITE CURB
	WATER LINE MANHOLE		SIGN
	WATER LINE P.I.V.		STONEWALL
	COMMUNICATION LINE		PROPERTY LINE
	ELECTRIC LINE		RIGHT OF WAY LINE
	ELECTRIC MANHOLE		5/8" REBAR WITH CAP TO BE SET
	ELECTRIC BOX		EXISTING MONUMENT FOUND
	LIGHT POLE		BALLARD
	ELECTRIC TRANSFORMER		
	AIR-COND UNIT		
	GAS LINE		
	GAS LINE GATE VALVE		
	GAS LINE METER		

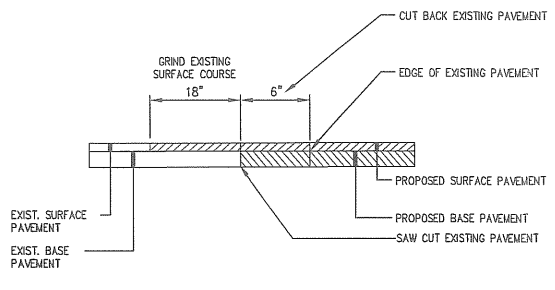
GRADING & DRAINAGE AND EROSION CONTROL NOTES:

- PRIOR TO THE START OF ANY EXCAVATION FOR THE PROJECT BOTH ON AND OFF THE SITE, THE CONTRACTOR SHALL NOTIFY DIGSAFE AND BE PROVIDED WITH A DIGSAFE NUMBER INDICATING THAT ALL EXISTING UTILITIES HAVE BEEN LOCATED AND MARKED.
- CONTRACTOR SHALL VERIFY EXISTING GRADES AND NOTIFY THE OWNER'S REPRESENTATIVE OF ANY DISCREPANCIES.
- CONTRACTOR TO ADJUST EXISTING AND PROPOSED UTILITY ELEMENTS MEANT TO BE FLUSH WITH GRADE (CLEAN-OUTS, UTILITY MANHOLES, CATCH BASINS, INLETS, ETC) THAT ARE AFFECTED BY SITE WORK OR GRADE CHANGES, WHETHER SPECIFICALLY NOTED ON PLANS OR NOT.
- WHERE PROPOSED GRADES MEET EXISTING GRADES, CONTRACTOR SHALL BLEND GRADES TO PROVIDE A SMOOTH TRANSITION BETWEEN EXISTING AND NEW WORK. PONDING AT TRANSITION AREAS WILL NOT BE ALLOWED.
- CONTRACTOR SHALL PROVIDE A FINISHED PAVEMENT SURFACE FREE OF LOW SPOTS AND PONDING AREAS.
- BITUMINOUS CONCRETE ELEVATIONS AT CATCH BASINS TO BE 1/4 INCH ABOVE RIM ELEVATION SHOWN FOR CATCH BASINS.
- WHERE SLOPES IN DISTURBED ARE EQUAL TO OR STEEPER THAN 3:1 AND IN SWALES THE CONTRACTOR SHALL INSTALL CURLEX 11 EROSION CONTROL BLANKET FROM AMERICAN EXCELSIOR, NO SLOPE SHALL EXCEED 2:1. COMPANY (800) 777-SOIL OR APPROVED EQUAL.
- OWNER'S REPRESENTATIVE SHALL APPROVE LAYOUT OF ALL DRAINAGE STRUCTURES PRIOR TO INSTALLATION.
- ALL DRAINAGE PIPE NOT CALLED OUT ON THE DRAWINGS SHALL BE SMOOTH INTERIOR, CORRUGATED EXTERIOR, HDPE, N-12 AS MANUFACTURED BY ADS.
- THE CONTRACTOR SHALL INSTALL CATCH BASIN INLET PROTECTION AT ALL CATCH BASIN INLETS WITHIN THE DISTURBED AREA AND BE RESPONSIBLE FOR TAKING ALL NECESSARY EROSION CONTROL MEASURES. SEE SHEET C-300.
- ALL UNSUITABLE AND UNUSED MATERIALS WHICH CAN NOT BE DISPOSED OF ON SITE SHALL BE REMOVED AND DISPOSED OF OFF SITE BY THE CONTRACTOR IN ACCORDANCE WITH ALL STATE AND LOCAL LAWS.
- SEE SHEET C-300 FOR EROSION CONTROL NOTES, SEQUENCE AND DETAILS.
- REFER TO DRAWINGS C-100 THRU C-102, C-300-301 FOR ADDITIONAL INFORMATION.

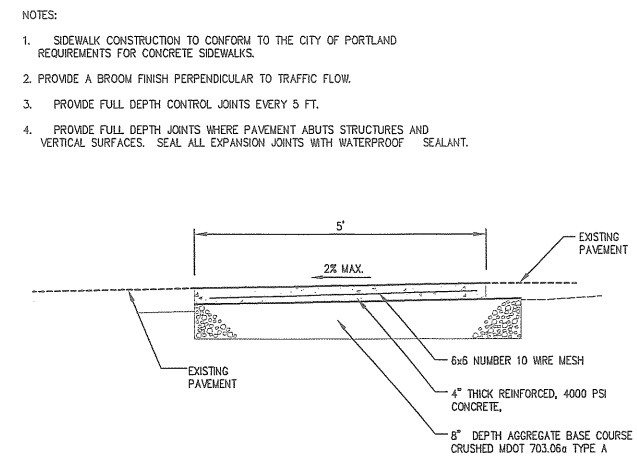




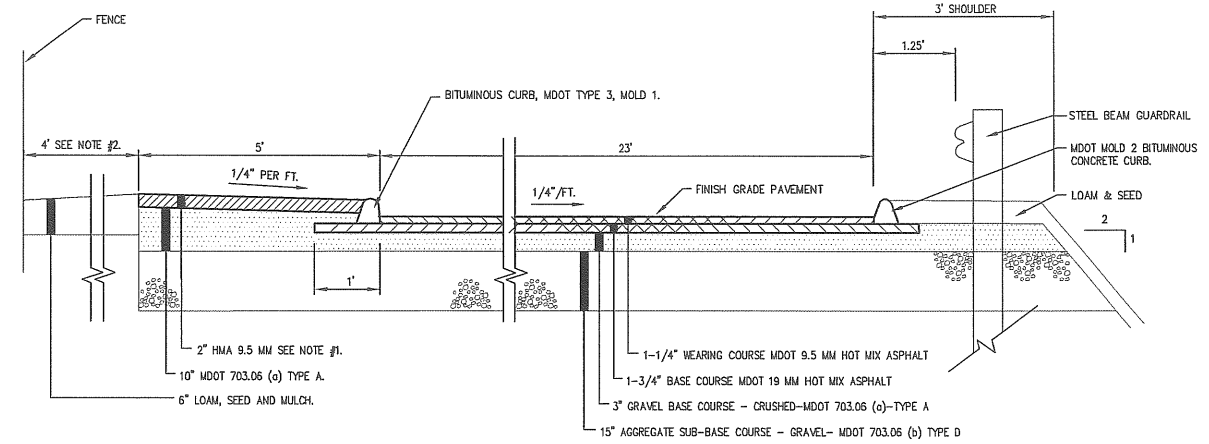
1 TYPICAL HOT MIX ASPHALT (HMA) PAVING SECTION
SCALE: N.T.S.



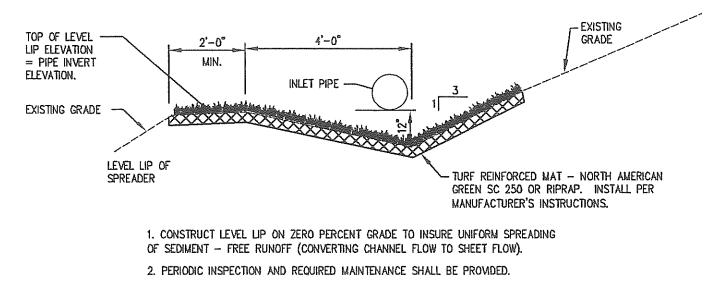
2 HMA PAVEMENT BUTT JOINT
SCALE: N.T.S.



3 CONCRETE SIDEWALK (STEVENS AVENUE)
SCALE: N.T.S.

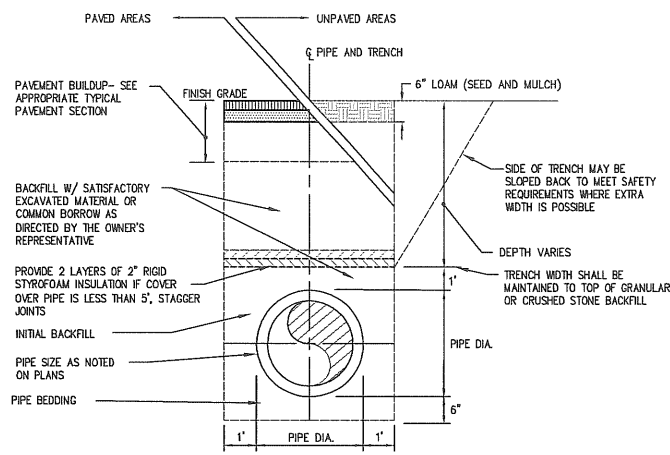


4 RAISED WALK, DRIVE AND SLOPE SECTION (SEE PLAN FOR EXTENT OF RAISED WALK)
SCALE: N.T.S.



- CONSTRUCT LEVEL LIP ON ZERO PERCENT GRADE TO INSURE UNIFORM SPREADING OF SEDIMENT - FREE RUNOFF (CONVERTING CHANNEL FLOW TO SHEET FLOW).
- PERIODIC INSPECTION AND REQUIRED MAINTENANCE SHALL BE PROVIDED.

5 LEVEL SPREADER - GRASS
SCALE: N.T.S.

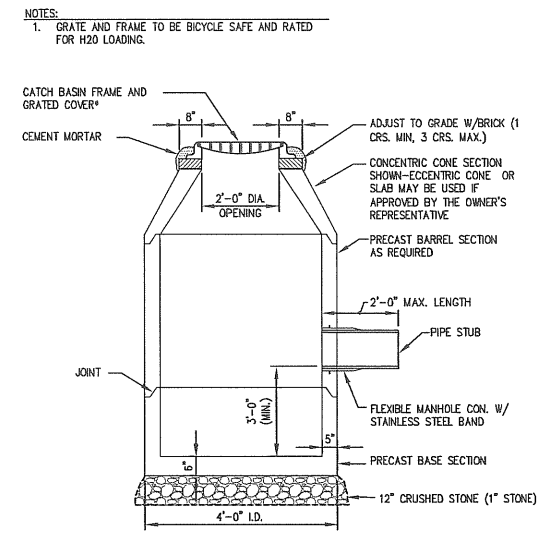


TRENCH BACKFILL SCHEDULE

PIPE MATERIAL	BEDDING MATERIAL	INITIAL BACKFILL	BACKFILL MATERIAL
HDPE	3/4" CRUSHED STONE	3/4" CRUSHED STONE	***EXCAVATED MATERIAL OR GRANULAR BORROW
PVC	3/4" CRUSHED STONE	3/4" CRUSHED STONE	***EXCAVATED MATERIAL OR GRANULAR BORROW
CMP	***EXCAVATED MATERIAL OR GRANULAR BORROW	***EXCAVATED MATERIAL OR GRANULAR BORROW	***EXCAVATED MATERIAL OR GRANULAR BORROW
DUCTILE IRON	GRANULAR MATERIAL	GRANULAR MATERIAL	***EXCAVATED MATERIAL OR GRANULAR BORROW

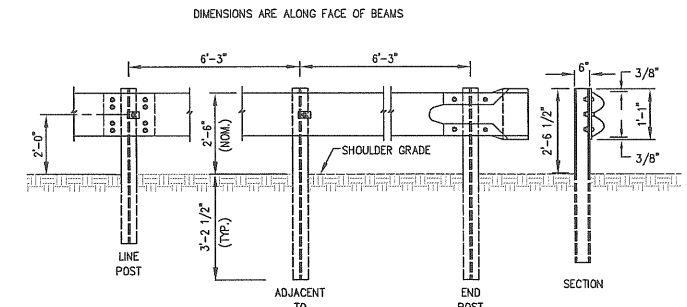
*** EXCAVATED MATERIAL MUST BE REVIEWED AND APPROVED BY THE OWNER'S REPRESENTATIVE PRIOR TO INSTALLATION.
GRANULAR MATERIAL TO BE SAND OR GRAVEL.

6 TYPICAL TRENCH SECTION
SCALE: N.T.S.



NOTE: PROVIDE CASCO TRAP PER CITY OF PORTLAND STANDARDS

7 TYPICAL CATCH BASIN (CB)
SCALE: N.T.S.

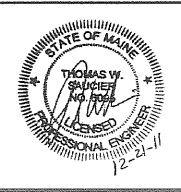


- NOTES:
- INTERMEDIATE POST SPACING SHALL BE 6'-3" UNLESS OTHERWISE SHOWN.
 - POST SHALL BE 4"x 6" I-BEAM @ 5.0 LBS./FT. LENGTH OF 5'-9" ATTACHED WITH 5/8" DIA. BOLTS WITH HEX NUTS.
 - ALL HOLES IN BEAM TO BE SHOP-PUNCHED PRIOR TO GALVANIZING.
 - RAIL PANELS AND END SECTIONS TO BE 12 GAUGE STEEL.
 - BACK-UP PLATE TO BE PLACED BEHIND RAIL ELEMENTS AT INTERMEDIATE STEEL POSTS (NON-SPLICE POSTS).
 - ALL PARTS SHALL CONFORM TO CURRENT MAINE DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS.
 - WHEN GUARDRAIL IS CONSTRUCTED AT UP TO FOUR FEET FROM THE EDGE OF PAVEMENT, THE GUARDRAIL WILL BE SET FROM THE GRADE AT THE FACE OF RAIL.
 - END SECTIONS TO BE IN ACCORDANCE WITH MAINE DEPARTMENT OF TRANSPORTATION STANDARDS.
 - GUARDRAIL SET ON A RADIUS OF 150 FEET OR LESS TO BE CIRCULAR.

8 STEEL BEAM GUARDRAIL
SCALE: N.T.S.

THIS PLAN SHALL NOT BE MODIFIED WITHOUT WRITTEN PERMISSION FROM SITE DESIGN ASSOCIATES, ANY ALTERATIONS, OTHERWISE, SHALL BE AT THE USER'S SOLE RISK AND WITHOUT LIABILITY TO SITE DESIGN ASSOCIATES.

REV.	DATE	STATUS	BY	CHKD	APPD	REV.	DATE	STATUS	BY	CHKD	APPD
D	12/22/11	REVISED PER FINAL COA	DEPT	TWS	TWS						
C	12/02/11	REVISED PER CITY OF PORTLAND COA	DEPT	TWS	TWS						
B	11/28/11	REVISED PER CITY COMMENTS	DEPT	TWS	TWS						
A	11/07/11	ISSUED TO CITY OF PORTLAND REVIEW	DEPT	TWS	TWS						



Site Design Associates
Consulting Engineering & Land Planning
23 Whitney Way Topsham, Maine 04086 Tel: (207) 449-4275
CLIENT: UNIVERSITY OF NEW ENGLAND
11 HILLS BEACH ROAD, BIDDEFORD, MAINE 04005

DESIGN: DEPT.	PROJECT:
DESIGN: DEPT.	ARMORY PARKING
DRAWN: DEPT.	STEVENS AVENUE, PORTLAND, MAINE
CHKD: TWS	SITE DETAILS
DATE: OCTOBER 2011	PROJ. NO.
SCALE: NTS	DWG. NO.
	REV. D

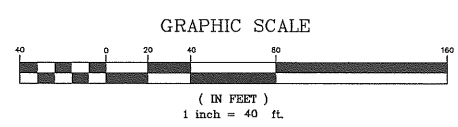
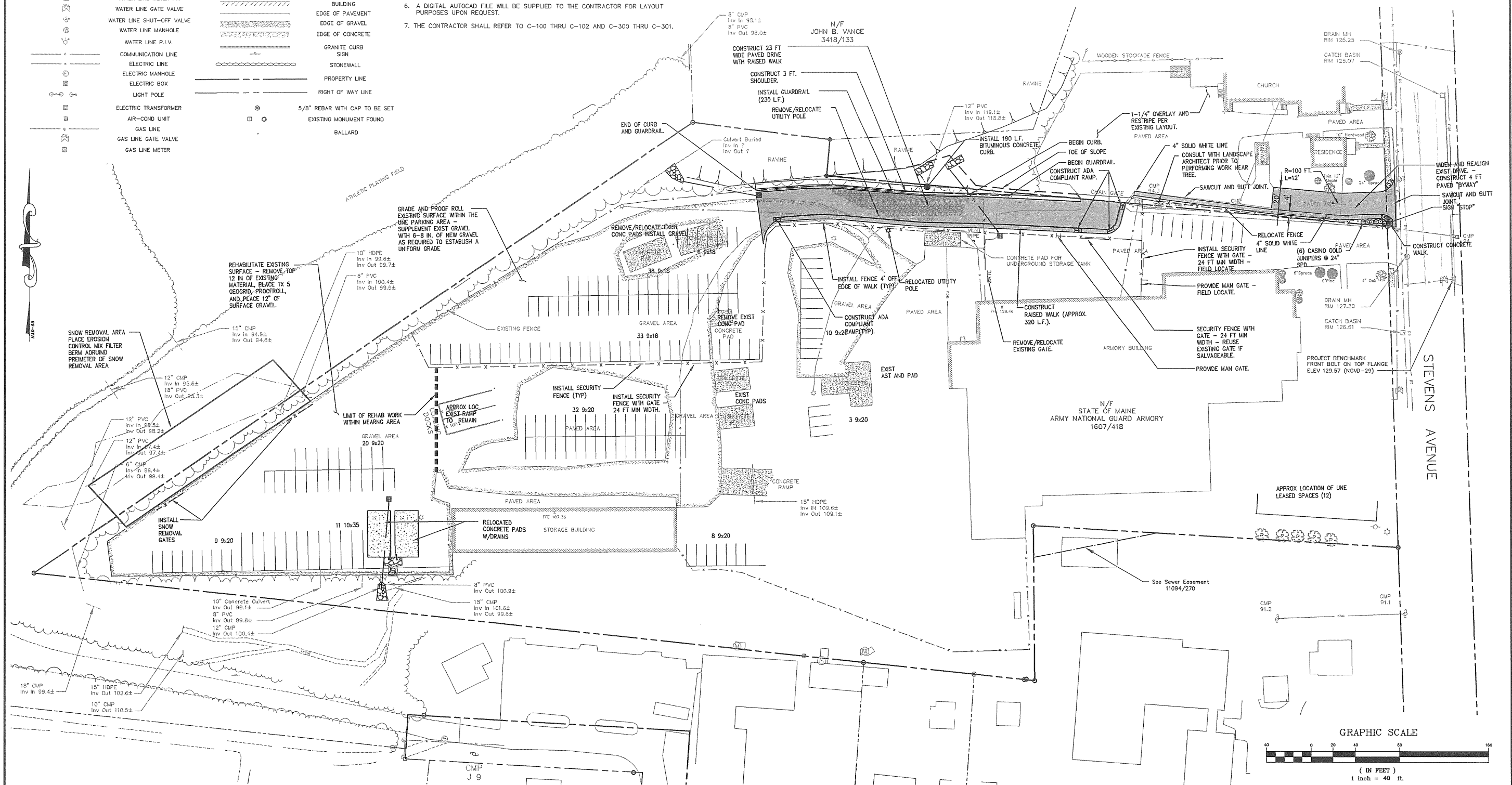
C-301

LEGEND

	STORM DRAIN MANHOLE		TREELINE
	STORM DRAIN CATCH BASIN		CHAIN LINK FENCE
	STORM DRAIN LINE		LANDSCAPE BUFFER ZONE
	STORM DRAIN CULVERT		LIGHT POLE
	SANITARY SEWER MANHOLE		TELEPHONE LINE
	SANITARY FORCE MAIN		TELEPHONE MANHOLE
	WATERLINE		UTILITY POLE
	HYDRANT		BUILDING
	WATER LINE METER PIT		EDGE OF PAVEMENT
	WATER LINE GATE VALVE		EDGE OF GRAVEL
	WATER LINE SHUT-OFF VALVE		EDGE OF CONCRETE
	WATER LINE MANHOLE		GRANITE CURB SIGN
	WATER LINE P.I.V.		STONEWALL
	COMMUNICATION LINE		PROPERTY LINE
	ELECTRIC LINE		RIGHT OF WAY LINE
	ELECTRIC MANHOLE		5/8" REBAR WITH CAP TO BE SET
	ELECTRIC BOX		EXISTING MONUMENT FOUND
	LIGHT POLE		BALLARD
	ELECTRIC TRANSFORMER		
	AIR-COND UNIT		
	GAS LINE		
	GAS LINE GATE VALVE		
	GAS LINE METER		

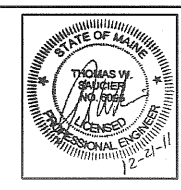
SITE PLAN NOTES:

1. WORK SHOWN ON THIS DRAWING IS SUBJECT TO RECOMMENDATIONS PROVIDED IN A GEOTECHNICAL REPORT, AND ALL LOCAL, STATE, AND FEDERAL APPROVALS.
2. ALL DIMENSIONS ARE PERPENDICULAR UNLESS OTHERWISE NOTED.
3. DO NOT SCALE DRAWINGS. ANY OMISSIONS IN DIMENSIONING SHALL BE REPORTED IMMEDIATELY TO THE OWNER'S REPRESENTATIVE.
4. ANY EXISTING WORK OR PROPERTY DAMAGED OR DISRUPTED BY CONSTRUCTION / DEMOLITION ACTIVITIES SHALL BE REPLACED OR REPAIRED AT NO COST TO THE OWNER.
5. CONTRACTOR SHALL VERIFY ALL DIMENSIONS IN THE FIELD AND SHALL STAKE THE LAYOUT FOR APPROVAL BY THE OWNER PRIOR TO CONSTRUCTION.
6. A DIGITAL AUTOCAD FILE WILL BE SUPPLIED TO THE CONTRACTOR FOR LAYOUT PURPOSES UPON REQUEST.
7. THE CONTRACTOR SHALL REFER TO C-100 THRU C-102 AND C-300 THRU C-301.



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REV.	DATE	STATUS	BY	CHKD.	APPD.	REV.	DATE	STATUS	BY	CHKD.	APPD.
F	12/22/11	REVISED PER FINAL COA									
E	12/02/11	REVISED PER CITY OF PORTLAND COA	DEPT	TWS	TWS						
D	11/29/11	REVISED PER CITY OF PORTLAND COMMENTS	DEPT	TWS	TWS						
C	11/07/11	ISSUED TO CITY OF PORTLAND REVIEW	DEPT	TWS	TWS						
B	10/3/11	REVISED PER MEARING COMMENTS	DEPT	TWS	TWS						
A	9/30/11	TO CLIENT FOR SUBMISSION	DEPT	TWS	TWS						



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 CLIENT: UNIVERSITY OF NEW ENGLAND
 11 HILLS BEACH ROAD, BIDDEFORD, MAINE, 04005

DESIGN: DEPT.	PROJECT:
DRAWN: DEPT.	ARMORY PARKING
CHKD: TWS	STEVENS AVENUE, PORTLAND, MAINE
	SITE PLAN
DATE: OCT 03, 2011	PROJ. NO.
SCALE: 1"=40'	DWG. NO.
	REV. F
	C-101

StatArea
 PARKING AND DRIVE ENTRANCE
 Illuminance (Fc)
 Average = 2.34
 Maximum = 6.3
 Minimum = 0.6
 Avg/Min Ratio = 3.90
 Max/Min Ratio = 10.50

Luminaire Schedule						
Symbol	Qty	Label	Arrangement	Total Lamp Lumens	LLF	Description
⊖	6	B	SINGLE	40000	0.750	MPTR-SL-400/ 25' AFG
⊖	2	C	SINGLE	40000	0.750	MPTR-2S-400/ 25' AFG

