Site Design Associates
Consulting Engineering and Land Planning

May 9, 2016

Mr. Tuck O'Brien
Planning Director
Planning Division
389 Congress St., Fourth Floor
Portland, ME 04101

RE: University of New England
Stevens Avenue Armory Renovations
772 Stevens Avenue
Level II Site Plan Application

Dear Tuck:

On behalf of University of New England (UNE), Site Design Associates (SDA) is pleased to submit one original paper copy and one electronic copy (via email) of the Level 2 Site Plan application for the referenced project. We have included a check for the $400 application fee.

This submission contains the following information:

- Level II Application
- Letter of Agent Authorization
- Location Map
- Deed
- Financial Capacity Letter
- Traffic and Parking Memo
- Construction Management Plan
- The following drawings:

    - C-001 – Civil Notes
    - CX101 – Existing Conditions and Removals
    - CS101 – North Entrance Plan
    - CS102 – Building Addition Plan
    - CS103 – East Entrance Plan
    - C–501 – Site Details
    - G-101 – Code Plan
    - G-102 – First Floor Egress and Fire Rating Plan
    - G-103 – Second Floor Egress and Fire Rating Plan
    - AE201 – Building Elevations

23 Whitney Way – Topsham, Maine 04086
Phone: (207) 449-4275 email: info@sitedesignassociates.biz

The University of New England has acquired the former Stevens Avenue Armory and proposes to renovate the front portion of it to compliment the academic programming on its Portland Campus. The Maine Army National Guard, MEARNG, will continue to occupy the rear portion of the building, which will not be renovated at this time. This is an opened ended lease and will require the MEARNG to find or construct another appropriate facility for its fleet services to relocate to. This MEARNG presence will be to continue to service the southern Maine regional armories fleets of vehicles.

The MEARNG had previously used the front portion of the building for training of the National Guard personnel. The space contained offices, classrooms, and a drill hall/large meeting space, as well as the traditional support areas including restrooms, locker rooms, kitchen, mechanical spaces and storage areas. The facility was occupied most days from 7am throughout the evening, and was heavily utilized on training weekends. The MEARNG had rented space in the former Armory for Fire Department training and a soccer club had offices and an indoor soccer training facility in the drill hall for several years. Additionally, the MEARNG would rent the drill hall space for craft fairs and other similar events that attracted large audiences. The facility has also been utilized by Lincoln Middle School and the University of New England to house classes there during year long periods of renovations.

The renovated facility will contain offices, classrooms, a simulation center, a large meeting space, and study rooms, as well as the traditional support areas including restrooms, locker areas, kitchen, mechanical spaces and storage areas. The renovated facility will be utilized by the existing campus community. Classes, including the Simulation Center, will be relocated to this facility from other buildings on campus, and are not intended to serve new programs. The offices will accommodate the University's current and expanding on-line academic offerings. These on-line programs do not require students to attend the campus, thus there will be no increase in the student population associated with this renovation. The anticipated expansion of on line programs will result in a potential staffing increase of approximately 38 persons.

With the continuing presence of the MEARNG fleet services, the University is unable to fully develop the site to better integrate it into the campus, thus there is limited site work associated with this project at this time. This would consist primarily of reworking the imperious surfaces to coordinate with the relocated egress openings and some utility upgrades. Once the MEARNG fleet services departure is better understood or planned; the University intends to initiate the redevelopment of the site, at which time it would submit a new site plan application for the redevelopment.

The only additional area proposed to be added to the footprint would consist of a new stair tower approximating 455 sf, to be installed on the south side, which is required to meet egress code. The project will result in an overall reduction in impervious area of approximately 1365 sf.

The building will operate similar to the other facilities on campus, opening at 7am and closing at 11pm, with a concentrated occupancy between 8am and 7pm. The study

rooms will most likely be available to students after hours via card access.

There will be no loading dock/receiving area at this facility, and trash will be transported across the adjacent parking lot to the dumpster behind Alexander Hall. The MEARNG fleet service area will continue to be serviced as they are now. So, from hours of operation to activity level, there is no significant change from the previous use or as compared to the existing surrounding uses.

Because an institutional college/university use is a conditional use in the existing R5 zone, a conditional use application has been filed with the city.

In regards to stormwater management, there will be a decrease in impervious area, and no drainage patterns will be altered. A site plan approval was granted by the city for additional parking on the property in 2011, and amended in 2012. At that time the stormwater management plan was reviewed and approved by city staff. As a condition of approval, UNE was required to convert a portion of the paved area on UNE owned property off the end of Bishop Street, to vegetated area. Based on the above facts, we believe the requirement for a stormwater management plan is not applicable to this project. A detailed erosion and sedimentation control plan has been developed to minimize any impacts during and subsequent to construction.

There are no significant natural features on the portion of the site proposed for renovations. Freshwater wetlands do exist on the westerly portion of the site, and were shown on the site plans approved by the city in 2011-2012.

The existing building has municipal water and sewer service, natural gas service, overhead and underground communications service, and underground electrical service. The systems are described below. The installation dates indicated are based on the provided plan references, field work performed between winter, 2015 and spring, 2016 as well as information obtained from Portland Water District in winter, 2015 and information obtained from the University of New England in winter, 2015.

Existing natural gas service is run to the building via a 2” line that is connected to a 6” gas main that runs beneath Stevens Avenue. This existing service entrance is located on the southern side of the building, near the assembly hall. It serves several pieces of mechanical equipment in the assembly hall and kitchen as well as the boilers that provide heat and hot water to the portion of the building occupied by the National Guard. The age of the line is unknown. The piping material of these lines is unknown.

Potable water and fire protection service enter the east side of the building near the existing parking lot and consist of a 6” galvanized steel line (fire protection) and a 3” PVC line (potable water) that are connected to the existing water mains that run beneath Stevens Avenue. The 3” line was installed in 1986 and is connected to the existing 12” main on the west side of Stevens Avenue; the 6” line was installed in 1901 and is connected to the existing 8” main on the east side of Stevens Avenue. An additional 3” PVC line is connected to the 3” line in the crawlspace and runs west through the building

to the National Guard's vehicle wash pad, located to the west of the site at the base of the hill. The line was installed in 1977.

Communication service (cable television, telephone, fire alarm) is provided via three groups of overhead lines on the north side of the building. A connection to the UNE network is provided via two 3" underground PVC conduits that enter the building on its south side, near the assembly hall.

Electrical service enters the building on the north side via two 3" underground PVC conduits that are connected to a transformer on the northern edge of the property. The transformer is located adjacent to a row of three utility poles and overhead electric/communications service that is connected to the overhead electric/communications system that runs along Stevens Avenue.

The existing natural gas, potable and fire protection water service, sanitary sewer service and roof drainage for the building are adequate to support the building renovations.

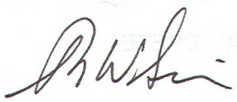
The building will be connected to UNE's campus-wide steam infrastructure via new underground steam (6") and condensate (2") lines that will be run to the Armory from the boiler room beneath Alexander Hall, located approximately 130 feet to the south of the Armory. The existing gas lines will remain in service for the National Guard's existing boilers as well as for new natural gas-fired equipment to be installed in the Assembly Hall.

All overhead communications lines on north side of the building and the existing transformer are to be removed. Overhead cable television, telephone, and network connections will be removed back to the nearest utility pole. Overhead fire alarm lines will be removed back to the master box located on a utility pole on the east side of Stevens Avenue. A new transformer and underground electric and communications service will be provided via six 4" PVC conduits. The new transformer will be provided in the same general location as the existing transformer, with the turf area it occupies being enlarged to the south and west as necessary to accommodate the new (larger) transformer. New protection bollards shall also be provided.

The existing connection to the UNE network will be re-routed underground via two 4" PVC conduits that will be run along the south side of the building and enter the building on the west side of the stair tower addition.

Please contact Alan Thibeault or me with any questions or comments concerning the application materials.

Sincerely,
Site Design Associates



Tom Saucier, P.E.
President

cc: Alan Thibeault, Assistant Vice President for Planning