

From: Jean Fraser
To:
Subject: Fwd: RE: RE: Urgent re Jewish Community Center - 1342 Congress St
Attachments: J0094-OFFSITE GRADING PLAN.PDF; PortlandJCAEventParkingMemo.pdf; J0094-SITE PLAN-6-9-15.pdf

>>> "Greg W. Halsey" <GWHalsey@tigheBond.com> 6/9/2015 8:48 AM >>>

Jean,

Per your request I have attached a revised Site Plan for discussion with Planning Board today that has some of the revisions based on last week's meeting. I have also provided a response to the 'Next Steps' included in your Memo to the Planning Board, so the Board understands our progress toward addressing the following:

1. Secure a formal agreement with the owners of Westgate Plaza for the shared drive prior to the Planning Board hearing.
 - *Access easement with Westgate Shopping Center has been approved by both parties and is almost complete.*
 - *Parking License Agreement with Dentist (Merlin Management Company) parcel is under negotiation. The license agreement will provide JCA access to approximately 40 spaces on the Merlin parcel. The agreement also includes a provision for the JCA to construct a raised landscape island to help delineate the driveway as requested by Tom Errico and City Staff. The enclosed Site Plan has been revised to include the island. The Applicant will have the final agreement in place prior to final submission.*
2. Provide additional information on traffic impacts and operation/management of the day care traffic parking, including pedestrian links between the parking lot and daycare entrance.
 - *We met with Jean Fraser and Tom Errico on June 1st at the existing JCA facility at 57 Ashmont Street in Portland. The purpose was to observe the drop off routine currently in use and understand how the facility operates the daycare portion of the facility. Tom Errico/City Staff are concerned that parents dropping off their children will stop in the driveway of the proposed facility, which could potentially lead to traffic impacts on Congress Street. Per discussion with Tom Errico the Applicant proposes to construct a pedestrian barrier along the sidewalk adjacent to the driveway off Congress St. The intent is to deter pedestrian access to the sidewalk from the drive aisle, which would make stopping and dropping off children in the driveway unlikely. The details on the exact barrier to be used are under review by the project team.*
 - *The Applicant is reviewing the sidewalk layout to determine if it is optimized for the most direct pedestrian route from the parking lot to main building entrance. Additional sidewalks came up at the meeting, but we need to review to determine if they are necessary and how they will integrate with the play area.*
 - *During the meeting, the possibility of designating the (4) spaces closest to the accessible parking as "short term parking", was discussed. As witnessed at the existing facility, drop offs take 3-5 minutes, so if those spaces could be easily shared by parents during morning/afternoon drop off and pick up.*
3. Submit a parking supply analysis.
 - *Parking Supply was also discussed at the meeting on June 1st. Tom Errico was satisfied that the day to day operations have sufficient parking with the 50 spaces provided, but requested additional information relative to special event parking demand that would occur on nights and weekends. The Applicant had a parking supply analysis completed, based on anticipated event attendance, by the traffic engineer that concludes peak demand would require 53 spaces. Based on the pending parking license agreement with the*

Merlin Parcel with up to 40 spaces available for JCA use, parking supply for special events will be adequate.

4. Develop designs to delineate the Congress Street drive where it abuts the dental offices, to incorporate street trees/landscape and possibly lighting (and clarify re a waiver for the width of the drive).

· *The enclosed revised Site Plan includes a landscape island to help delineate the driveway off Congress Street. The Applicant is working with the adjacent property Owner (Merlin Management Company) for permission to construct the island, which is also included in the above referenced Parking License Agreement. The proposed landscape island does not impact existing parking on Merlin Parcel. Landscaping will be provided and the project Landscape Architect is working directly with the City Arborist to address his comments.*

5. Revised the landscaping proposals to address the City Arborist comments (including fence specs) and the comment from the Peer Engineer regarding planting for the underdrained soil filter.

· *The project Landscape Architect is working with the City Arborist to address his comments. The Applicant will also include fence details. The Landscape Plan will be updated to include a planting plan for the underdrained soil filter.*

6. Undertake further research and discussions with neighbors to address the two substantial concerns outlined by the Peer Engineer regarding the stormwater flow impacts.

· *We met with the abutter at 60 Willow Lane on June 1st, whose property receives the runoff generated from the existing site. Based on our discussions and his concerns the Applicant has agreed to complete drainage improvements completely on his property, so an easement would not be necessary. I have attached a rough preliminary sketch of the proposed work. The Applicant and Abutter are in agreement on the scope of the work and details will need to be worked out along with a temporary construction easement. Dave Senus approved of this approach.*

· *The Applicant is working to determine the outlet location of the existing Church roof drains this week. Once the outlet location is known we will update the Pre-Development Watershed Plans accordingly and finalize our proposed stormwater management designs. I spoke with Dave Senus about this and confirmed with him that we will make the minor revisions needed to ensure the proposed stormwater system meets City requirements.*

7. Revise lighting to avoid light trespass and clarify whether existing lighting is adequate along the Congress Street drive and building entrance.

· *The Photometric Plan will be revised to limit light trespass onto abutting properties and to include building lighting to determine if lighting on Congress Street driveway is sufficient.*

As you can see we have made significant progress addressing the Board's next steps. We anticipate completing all the items above prior to submitting for the public hearing. Please contact me if you have any questions or need clarification on the status of anything listed above.

Regards,

Greg Halsey, P.E. | Project Engineer

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Sent: Monday, June 08, 2015 4:21 PM