



February 26, 2015

Chris Thompson  
Forefront Partners I, LP  
55 Lisbon Street, Suite 2400  
Lewiston, Maine 04240

Bo Kennedy, P.E., C.P.E.S.C.  
Fay, Spofford & Thorndike  
778 Main Street, Suite 8  
South Portland, ME 04106

Project Name: The Forefront at Thompson's Point Level II Site Plan  
Application  
Project ID: PEZ 2015-021  
Address: 1 Thompson's Point CBL: 201 A005  
Applicant: Chris Thompson, Forefront Partners I, LP  
Planner: Christine Grimando

Dear Mr. Thompson:

On February 26, 2015 the Planning Authority approved with conditions a Level II site plan for The Forefront ad Thompson's Point for a the disturbance of 1.49 acres of land area associated with converting existing impervious gravel areas into lawn areas using loam, seed and sod and the re-grading around the recently rehabilitated Depot building. This application refines interim conditions of the site, and the improvements approved under the June 10, 2014 Level II Site Plan approval for this area. The site work presented in the application is intended to enhance existing site features for use during special events until such a time when permanent infrastructure is consistent with the full master Plan approval. The decision is based upon the application, documents and plans as submitted by Bo Kennedy, of Fay, Spofford & Thorndike and dated February 4, 2015, acting as a representative for the applicant, Chris Thompson of Forefront Partners, LLP. The proposal was reviewed for conformance with the standards of Portland's Site Plan Ordinance, Article V., and Shoreland Regulations, Division 26.

#### **SITE PLAN REVIEW**

The Planning Authority found the plan is in conformance with the Site Plan and Shoreland Standards of the Land Use Code subject to the following condition(s) of approval:



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1. The final plan set, Sheet C-1.0 Event Area Re-Surfacing Site Layout and Grading Plan, shall include the following:
  - The contractor shall install, maintain and monitor all Erosion and Sediment Control devices in strict accordance with the City of Portland technical requirements and the MaineDEP Best Management Practices (BMP) Manual.
  - All erosion and sediment control measures shall be installed prior to any land disturbance as shown on these plans.
2. The proposed site disturbance is being completed to facilitate the use of the site for special events through the 2015 season, while plans for the property are being prepared in conformance with the approved Master Development Plan. Hosting of special events at the site beyond the 2015 season shall be approved by the Planning Authority in writing.

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.

#### **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 any associated 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



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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 (as required by by Sec. 14-501, Chapter 14, City of Portland Code of Ordinances) 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, as required by Sec. 14-501, Chapter 14, City of Portland Code of Ordinances.
6. **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.

If there are any questions, please contact Christine Grimando at (207) 874-8608.

Sincerely,

A handwritten signature in black ink, appearing to read "Alexander Jaegerman".

Alexander Jaegerman, FAICP  
Planning Division Director

Attachments:

1. Review Comments, 2/26/2015

CC: Jeff Levine, AICP, Director of Planning and Urban Development

Portland, Maine



Yes. Life's good here.

Planning & Urban Development Department

Alexander Jaegerman, FAICP, Planning Division Director  
Barbara Barhydt, Development Review Services Manager  
Christine Grimando, Senior Planner  
Philip DiPierro, Development Review Coordinator, Planning  
Ann Machado, Interim Zoning Administrator, Inspections Division  
Tammy Munson, Inspections Division Director  
Jonathan Rioux, Inspections Division Deputy Director  
Jeanie Bourke, Plan Reviewer/CEO, Inspections Division  
Lannie Dobson, Administration, Inspections Division  
Brad Saucier, Administration, Inspections Division  
Michael Bobinsky, Public Services Director  
Katherine Earley, Engineering Services Manager, Public Services  
Bill Clark, Project Engineer, Public Services  
David Margolis-Pineo, Deputy City Engineer, Public Services  
Doug Roncarati, Stormwater Coordinator, Public Services  
Greg Vining, Associate Engineer, Public Services  
Michelle Sweeney, Associate Engineer  
John Low, Associate Engineer, Public Services  
Rhonda Zazzara, Field Inspection Coordinator, Public Services  
Mike Farmer, Project Engineer, Public Services  
Jane Ward, Administration, Public Services  
Jeff Tarling, City Arborist, Public Services  
Jeremiah Bartlett, Public Services  
Captain Chris Pirone, Fire Department  
Danielle West-Chuhta, Corporation Counsel  
Thomas Errico, P.E., TY Lin Associates  
David Senus, P.E., Woodard and Curran  
Rick Blackburn, Assessor's Department  
Jeff Lick, Harbor Master  
Approval Letter File

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## MEMORANDUM

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**To:** FILE  
**From:** Christine Grimando  
**Subject:** Application ID: 2015-021  
**Date:** 2/26/2015

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**Comments Submitted by: Shukria Wiar/Planning on 2/23/2015**

The plan will need to include the following:

Erosion Control Notes:

1. This project is directly tributary to the Fore River. The contractor shall install, maintain and monitor all Erosion and Sediment Control devices in strict accordance with the City of Portland technical requirements and the MaineDEP Best Management Practices (BMP) Manual.
2. All erosion and sediment control measures shall be installed prior to any land disturbance as shown on these plans.

Potential Condition of Approval:

The proposed site disturbance is being completed to facilitate the use of the site for special events through the 2015 season, while plans for the property are being prepared in conformance with the approved Master Development Plan. On-going interim use of the site for special events beyond the 2015 season must be reviewed and approved by the Planning Authority.

**Comments Submitted by: David Margolis-Pineo/Engineering DPS on 2/23/2015**

The Dept of Public Services have no comments.

**Comments Submitted by: Tom Errico/Traffic on 2/23/2015**

I have reviewed the application materials for the project and I have no comment as it relates to traffic/transportation issues. I would note that the applicant will be responsible for coordinating each event from a parking, traffic, pedestrian, and bicycle perspective with City staff through the typical event permit process.

**Comments Submitted by: Jeff Tarling/City Arborist on 2/25/2015**

No comments

**Comments Submitted by: David Senus/Civil Engineering on 2/23/2015**

1. We have reviewed the application and have no comments on the proposed work.