

**ATTACHMENT A**

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**LEVEL II SUBMISSION SUPPORTING NARRATIVE**

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**PREPARED MARCH 23, 2015**

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In accordance with Section 14-527 (f) and (g) the General Written Submission Checklist, we offer the following narrative describing the information supporting the Level II Site Plan submission.

**Section 14-527 (f)**

1. The Boundary and Topographic Survey Plans submitted as part of the original Level III approval documents and subsequent Master Plan approval documents remain valid and are made part of the current Level II Site Plan submission by reference. The previously submitted Boundary and Topographic Plans and Sheet C-1 (Interim Layout and Grading Plan) included with this application satisfy Items 1 thru 4 of this section.
2. An Interim Layout and Grading Plan – Sheet C-1 accompanies this submission. This plan shows the location and details for all disturbed surfaces.
3. The Interim Layout and Grading Plan – Sheet C-1 included in this application shows the use of existing site circulation and parking areas. The applicant proposes the site improvements described herein as a temporary measure for immediate, short term special event use and therefore does not include proposed loading areas, public transit infrastructure, bicycle parking, or delineated parking spaces as required in Items 6 thru 9 of this section. It is noted that the applicant proposes the use of signage to delineate the accessible parking stalls for the proposed use.
4. A Traffic Control Plan does not apply to this application and has been omitted. This site is subject to an approved MDOT Traffic Movement permit. This permit includes enough trips for the entire projected Master Development Plan. This facility will make up an interim use of 620 SF of cooking space with an estimated number of patrons well below the permitted threshold.
5. The applicant proposes minor grading work as shown on Sheet C-1 –Interim layout and Grading Plan. Vegetative buffering is not proposed as part of this portion of the project.
6. This project does not propose alterations to any watercourses. The accompanying plan sheets show the site’s proximity to existing watercourses which includes the Fore River.
7. Wetland boundaries and natural resources are shown on the boundary and topographic plans on file with the City. This portion of the Forefront project does not propose impacts to the delineated wetlands located on the panhandle portion of the site. Work included with this submission does not encroach into the Shoreland setbacks or shorebird habitat previously identified by the Maine Department of Inland Fish & Wildlife.
8. Existing soil conditions are documented in the previously approved Level III Site Plan and Master Development Plan. The site has a long history of heavy development and most of the surfaces are described as compacted gravel, pavement or building. The existing surface types are also identified on the accompanying plan set.
9. The applicant does not propose landscaping or permanent screening at this time. These measures will be included as part of a forthcoming Level III Site Plan Application(s) attendant with permanent infrastructure. All interim disturbed areas will be stabilized with compacted gravel, reclaim material or loam and seed.

10. The Stormwater Management Plan at this time utilizes the existing inlet catch basins and storm drainage pipe to convey runoff from the site to the Fore River. This project does not increase existing impervious area on the existing site and will disturb a very small area approximately 10,500 SF in size. The proposed building will pipe water from the flat roof to the surface and include erosion control provisions at the outlet. The erosion and sediment control provisions are included in the accompanying plan. It remains the Developer's intent to implement substantial stormwater management system improvements as part of the overall Master Plan. However, these will not be a major part of this interim project activity.
11. An interim Grading and Drainage Plan accompanies the Level II Site Plan submission. This plan shows the detailed site grading within the "disturbed areas" as defined in Section 5 III (F) of the City of Portland Technical Manual. The Grading and Drainage Plan depicts the erosion and sediment control measures meeting the Basic Standards as required as part of City of Portland's Technical Manual Section 5. Generally speaking, the site grades are greater than 3' above the 100-year floodplain as indicated on the latest Flood Hazard Maps for the City of Portland.
12. We do not anticipate need for groundwater dewatering during this interim phase activity.
13. The applicant does not propose any new connections to the existing sanitary sewer system at this time.
14. The location of the existing fire hydrant is shown on Sheet C-1 and a figure representing the possible fire truck movement on the site is enclosed with this application. A letter from Fire Risk Management, Inc. indicating compliance with the NFPA 1 site standards is also enclosed with this application in Attachment C.
15. The project will require a small 1" water line as shown on Sheet C-1 to serve the Kitchen's water needs. The building will be served by a self-contained above-ground gray water tank and independent portable bathrooms. The project will not make a connection to the existing sanitary sewer system at this time. The temporary electrical service will be determined by Central Maine Power at a later date. The appliances and on demand water heaters will run on propane stored in external tanks.
16. The solid waste from patrons will be stored in waste receptacles outside the food counter and emptied daily. All kitchen solid waste will be stored in a small dumpster unit secured inside a fenced area north of the building. Solid waste will be transported offsite and disposed of or recycled appropriately.
17. Sheet C-1 shows the location and ground floor area which will be occupied by the proposed building. Elevations and a floor plan are included with this application in Attachment D.
18. Item 26, a shadow analysis is not applicable.
19. The HVAC system will consist of mini split heating/cooling units mounted on the wall will run on electricity. Screening of equipment is not proposed at this time.
20. The applicant anticipates lighting will be fixed onto the existing buildings. Fixed Pole mounted lighting is not proposed at this time. Signage lighting will meet applicable lighting and sign standards.

21. The applicant proposes a fixed identification sign on the roof of the building. The sign area is shown on the enclosed Figure A-2 Front Elevation (in Attachment D). A full signage application will be submitted under separate cover.
22. “The Point” will reside on the existing Forefront Partners, I LP property through a business lease agreement. The restaurant owner will not require any permanent easements or, rights of way or other land acquisitions.

**Section 14-527 (g)**

1. A Traffic Study was completed as part of the approved MaineDOT Traffic Movement Permit for the previously reviewed Level III Site Plan Application and more recently updated and approved with the approved Master Development Plan. The work proposed as part of this application does not waiver from these approvals.
2. There are no significant natural features within the site development area except for the far westerly end of the panhandle where some mature trees have established and which require protection under the Shoreland protection requirements. Furthermore, the Fore River tidal flats and river surround the perimeter of the peninsula. These areas will remain undeveloped except for a seasonal dock (previously approved) and pedestrian access proposed at the south end of the peninsula. These activities have been previously reviewed and approved as part of the Level III Site Plan approval and by the MaineDEP under a Natural Resources Protection Act (NRPA) review.
3. A detailed narrative describing the existing site watershed hydrology, existing buildings, and existing land cover is included in the previously submitted stormwater management reports and are included with this submission by way of reference. The proposed improvements included with this submission include the disturbance of 0.24 acres. The disturbance area is included entirely within the site’s previously developed impervious area and therefore will not increase either.
4. The work described in this application includes a new private water service connection. The water service connection will be tapped on portion of private water main after the existing meter near the entrance to the site. The applicant anticipates more than sufficient water supply as evidenced by the good flow at the existing nearby fire hydrant. The service may be sub metered by the land owner to establish usage fees but a new public service permit is not required at this time. The Plan does contemplate the need for power service. The applicant is working with CMP to provide this service. The applicant proposes to store the kitchen grey water from the restaurant in an above ground tank and in a fenced enclosure. The tank would then be trucked to an on-site sanitary manhole and emptied into the existing onsite sanitary sewer system. Evidence of utility capacity to serve is not required at this time.
5. A letter reviewing NFPA 1 and all Fire Department Technical Standards was prepared by Fire Risk Management and is included in Attachment C.
6. A review of the Applicable Design Standards of Section 15-426 is included in Attachment B of the application.
7. HVAC equipment will be specified and manufacture’s verification of compliance with emission requirements will be provided during the building permit application process.

### General Written Submissions Checklist

As acknowledged on the Master Development Plan Submission's General Written Submissions Checklist, we note the following items not previously covered in this supporting narrative:

*Item: Evidence of Right, Title and Interest*

Copies of the Transfer Deed to Forefront Partners, I LP and agreements with Suburban Propane are on file with the City and are available upon request.

“The Point” will operate under a business lease agreement with Forefront Partners, I LP (dba Forefront Events, LLC).

*Item: Evidence of State and/or Federal Approvals; if applicable*

The Applicant has previously provided copies of the State and Federal Permits issued for the project including the Traffic Movement Permit, U.S. ACOE Permit, revised U.S. ACOE Permit, and MaineDEP NRPA Permit. Copies of these permits are on file with the City and are available upon request.

*Item: Written Assessment of Proposed Project's Compliance with Applicable Zoning Requirements*

A written summary is contained in Attachment B to this submission.

*Item: Evidence of Financial and Technical Capacity*

Copies of the Financial & Technical Capacity for Forefront Partners, I LP have been previously provided to the City and are available upon request.