



March 31, 2015

Ms. Christine Grimando
Planning and Development Department
City of Portland, Maine
389 Congress Street
Portland, Maine 04101-3509

**Subject: “The Point” at The Forefront at Thompson’s Point – Portland, Maine
Level II Site Plan Application**

Dear Christine:

On behalf of Forefront Partners I, LP (dba Forefront Events, LLC), we are pleased to provide the accompanying package of submission materials related to the proposed site work in preparation of interim stages of The Forefront at Thompson’s Point development. This submission package is intended to meet the City’s Level II Site Plan Submission requirements as outlined in the Level II Final Site Plan Application procedures as well as Section 14-527 (c) of the Code of Ordinances.

The proposed interim improvements require a Level II Site Plan Submission Pursuant to Section 14-523 (e) 1 & 6 of the Land Use Code. The applicant is proposing the following:

1. The construction of a new structure approximately 640 SF to be used as a commercial kitchen with a take-out food counter.
2. The disturbance of 10,455 Square Feet (0.24 acres) of land area associated with the construction of an interim building pad and stabilization of a fire lane.

Forefront Partners I, LP and two existing Portland restaurant owners are proposing the installation of a kitchen with a take-out food counter similar to that of a food truck. The building structure will be assembled with shipping containers interlocked together and outfitted with standard commercial kitchen equipment. For the purpose of this application the food service establishment will be referred to as “The Point”.

This application is submitted in support of site work around the “The Point” building that intends to be integrated with the existing uses and interim conditions of the Depot building. Forefront Partners I, LP intend to host another small set of events in and around the Depot building this summer (2015). The site work presented in the supporting documents of this submission will be completed in order to support the food counter use until such a time when permanent infrastructure consistent with the full Master Plan build-out is constructed.

The applicant will continue to adhere to the Credere Associates Memorandum to the VRAP dated April 10, 2014 for the previously approved “Depot” building Level II Site Plan which required interim remedial measures prior to the site being used for Special Events. These remediation measures were applied to the site work completed around the building in July of 2014, and these measures will continue to be utilized in all temporary site work associated with this application.

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As outlined in the Level II Site Plan submission requirements, you will find in the accompanying materials information including the proposed Interim Layout and Grading Plan C-1. Information pertaining to the project's stormwater management measures, statements regarding compliance with the City's standards, and floor plan and elevation figures are also contained within this submission.

On behalf of The Forefront at Thompson's Point development team, we look forward to your continued assistance on the project. Please find one hard copy of the application materials including 11x17 and full size plans, along with a CD containing PDF files for all submission materials.

If you have any questions regarding these materials, please contact this office.

Sincerely,

FAY, SPOFFORD & THORNDIKE, LLC



Bo Kennedy, P.E., C.P.E.S.C.
Senior Engineer

BEK/smk

Attachments

c: Chris Thompson, Forefront Partners I, LP
Jed Troubh, Forefront Partners, I, LP
Jason Loring
Michael Fraser
Nat Towl