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stantec.com Meeting Notes



City of Portland - Planning Department Review PWM Phase II Garage / FILE 195210126



Date: July 20, 2006 Place/Time: Portland City Hall / 9:00 AM Next Meeting: Attendees: Rick Knowland – City of Portland Marge Schmuckal – City of Portland Dan Goyette – Woodard & Curran Jim McLaughlin - Stantec David Nadeau - Stantec

All attendees

DEPT. OF BUILDING INSPECTION CITY OF PORTLAND, ME JUL 2 8 2006 RECEIVER

Absentees:

Distribution:

	Item:	Action By:
	1.) Subdivision Standards	Stantec
	Provide an Addendum to the application with responses to each of the city of Portland's subdivision standards; To be used as a summary document by the Planning Board	
	2.) MDOT Traffic Permit	Stantec
	Provide another copy of the Maine Dept. of Transportation's response letter indicating that a Traffic Movement Permit is not required for this project.	
	3.) MDEP Review	NR
	Confirmed that MDEP is performing the Site Location of Development review.	
Lhave	4.) Existing Conditions Visibility	Stantec
1 kon	On all plan sheets, existing phase I garage and terminal labels should be more visible (bold, larger font)	
XSC	5.) Garage Height	Stantec / DHK
olevotros of the wetwood of the wetwood of the the stand of	Provide the height of the proposed structure from the average ground elevation at base (4 corners) to the top of main structure (not including elevator tower, light posts, etc.). This is exterior height, not interior. Show dimension on elevation sheet A3-1.	
Wer"	6.) Site Impervious	Stantec
N	Provide the calculation for the total impervious surface of the property as a percentage of the total area of the property. Indicate that percentage will not change as Phase II area is already impervious.	



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7.) Setbacks	NR
Confirmed that there are no issues with property setbacks.	
8.) Photometric Plans	Stantec
Provide clean color 11"x17" copies of Photometric plans EP-1 and EP-2.	
9.) Lighting Fixtures	NR
Catalog cuts and lighting plan included as part of original submission. Referred to Section 12 of the application.	
10.) Temporary Lot Status	Stantec / Jetport
Was the temporary lot ever approved by the Planning Board for permanent status? If yes, were changes made, (ie. Green space, lighting, signage). If no, review needs to be included in this application, especially signage. Remember discussing this with Paul / Sarah Hopkins as part of baggage claim review.	
11.) Plan References	Stantec et. all
General problem with detail references to sheet numbers need to be addressed.	
12.) Pedestrian Movement Plan	Stantec
Provide single plan showing pedestrian movement paths, temporary barriers, construction access, etc. Provide written narrative to discuss plan.	
13.) Bathrooms	Stantec
Confirmed there were no additional bathroom facilities proposed in the Phase II garage. No impact to existing sanitary sewer system. Forward response letter from City to RK.	
14.) Parking Master Plan	Stantec / DHK /
Provide plan showing updated master plan with intermodal bus facility, future terminal expansion, etc.	Jetport
15.) Parking Capacity	Stantec / DHK /
Contact Jim Conmity, Transportation Engineer, CoP; Tom Ericho, Traffic Review Consultant @ Wilbur Smith. Response indicating sufficient capacity of facility to handle increased usage. No increase in usage intended as result of parking garage. Phase II garage intended to address existing parking deficiencies, not create usage. Low cost carriers, etc. attract patrons. Confirm Jim and Tom concur with and that they believe facility will have sufficient capacity.	Jetport
16.) Parking Capacity - Construction	DHK / Jetport
Provide narrative detailing number of parking spaces lost during construction with analysis showing Jetport will have sufficient capacity. Get info from Paul.	
17.) Snow Removal	Stantec / Jetport
Indicate who is responsible for snow removal from temporary pedestrian movement areas during construction. (construction not anticipated to last into winter)	

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18.) Temporary Access	Stantec
Indicate that proposed temporary construction entrances will be returned to existing conditions at completion of project.	
19.) Parking Stall Dimensions	Stantec
Obtain a technical design standards waiver from the City for smaller than standard parking stalls. (9'x18' vs. 9'x19' standard). Provide interior layout drawing with sizes of stalls and aisles included.	
20.) Water Quality Unit	Stantec
Indicate on plans the location of the existing water quality treatment unit and note that drainage from the proposed project will be draining to this unit and subsequently to the detention basin.	
21.) Basic Stabilization During Construction	Stantec
Update the reference in Section 15 of the application to reflect the most current online version of the MDEP Erosion and Sediment Control Handbook for Construction.	
22.) Renderings	DHK
Provide colored 3d drawings of garage, including phase I. Several different views including from above.	
23.) Landscaping	Stantec
On landscaping plans, show all existing plantings.	
24.) Schedule	Stantec / DHK /
Based on current Planning Board work load, RK believes first workshop in October is most likely schedule (fourth Tuesday in September possible, not likely). Assuming everything goes smoothly, hearing during second Tuesday in November. Hold neighborhood meeting between workshop and hearing. Planning department will not attend.	Jetport
25.) Plan Sheet Organization	Stantec et. all
Reorganize plan sheets so that landscaping, layout, elevations at front, and all detail / construction info after. Summary info at the beginning.	
26.) Resubmission	Stantec
Once all comments addressed, submit two sets of updated drawings to RK (1-11"x17" & 1-30"x42") and one large set to DG for review. Colored drawings required for in-house review. When they are happy, submit remainder of copies required by planning board review regs.	
27.) Fire Department	Stantec
Maintain open access to fire department at all times. Will include language on general notes sheet.	

The meeting adjourned at 10:00 AM.

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

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July 25, 2006 City of Portland - Planning Department Review Page 4 of 4

STANTEC CONSULTING SERVICES INC.

David P. Nadeau, P.E. Transportation Engineer dnadeau@stantec.com

c. Paul Bradbury - PWM George Katsoufis - DHK

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MEMORANDUM

To: FILE

From: Marge Schmuckal

Dept: Zoning

Subject: Application ID: 2006-0093

Date: 6/27/2007

I have reviewed the submittal for compliance with the AB zone requirements. Based upon their current submittals, this new parking garage is meeting all dimensional requirements including the height. It is my understanding that the impervious surface ration on site will actually be lessening due to some FAA regulations. Marge Schmuckal Zoning Administrator **Stantec Consulting Services Inc.** 22 Free Street Suite 205 Portland ME 04101-3900 Tel: (207) 775-3211 Fax: (207) 775-6434

stantec.com	. (201) 115-0454	MARCO	TRETPIN
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Stantec	1001 sottook 208 A001	RK	
May 25, 2007 File: 1952101	26	xt Pg for	
Mr. Rick Know Department of Portland City I 389 Congress Portland, Mair	Planning and Development	DEPT. OF BUILDING IN CITY OF PORTLAN	SPECTION D, ME
Dear Mr. Know		MAY 3 1 20	07
Reference:	Phase II Parking Garage Portland International Jetport Portland, Maine	RECEIVE	

Enclosed please find for your review our response to comments received for the above referenced project at the Portland International Jetport. The comments were outlined during planning department review meetings between planning department staff, Jetport staff and Stantec Consulting Services, Inc. staff on July 10, 2006 and March 9, 2007. A copy of the meeting minutes from the July 10, 2006 meeting is included as Attachment No. 1. Comments in **bold italics** and corresponding responses are as follows:

1. Subdivision Standards: Provide an Addendum to the application with responses to each of the city of Portland's subdivision standards; To be used as a summary document by the Planning Board.

A summary document is included as Attachment No. 2 which addresses each of the thirtyone *Site Plan Approval* standards as outlined in Chapter 14 § 526 of the city of Portland's Code of Ordinances.

2. MDOT Traffic Permit: Provide another copy of the Maine Department of Transportation's response letter indicating that a Traffic Movement Permit is not required for this project.

A copy of correspondence between the Maine Department of Transportation (MDOT) and Stantec is included as Exhibit No. 1 of Attachment No. 2. The response from the MDOT indicates that an *MDOT Traffic Movement Permit* is not required for the proposed project.

May 25, 2007 Page 2 of 7

- Reference: Phase II Parking Garage Portland International Jetport Portland, Maine
- 3. MDEP Review: Confirmed that MDEP is performing the Site Location of Development review.

No response required.

4. Existing Conditions Visibility: On all plan sheets, existing phase I garage and terminal labels should be more visible (bold, larger font)

Plan drawings have been revised to make existing structure labels more visible. Refer to attached plan set.

5. Garage Height: Provide the height of the proposed structure from the average ground elevation at base (4 corners) to the top of main structure (not including elevator tower, light posts, etc.). This is exterior height, not interior. Show dimension on elevation sheet A3-1.

113,00

The elevation of the proposed structure measured at the top of the railing of level 5 is 113.0 feet. The average ground elevation around the proposed structure is 63.2 feet (63.8' at NW corner, 63.7' at NE corner, 62.6' at SE corner, 62.7' at SW corner). The proposed structure height above grade is therefore 49.8 feet. Refer to the Colored Elevations sheet showing the 49'-10" dimension in the attached plan set.

Site Impervious: Provide the calculation for the total impervious surface of the property as a percentage of the total area of the property. Indicate that percentage will not change as Phase II area is already impervious.

The project is proposed to replace highly developed impervious surface with similar impervious surface. Exhibit No. 3 included in Attachment No. 2 is the most recent impervious surface area calculation for the Jetport property. The AB zone allows up to 70% impervious area. The calculation shows that the current development results in an impervious area calculation of approximately 55%.

7. Setbacks: Confirmed that there are no issues with property setbacks.

No response required.

8. Photometric Plans: Provide clean color 11"x17" copies of Photometric plans EP-1 and EP-2.

Color copies of EP-1 and EP-2 are included in the attached plan set.

9. Lighting Fixtures: Catalog cuts and lighting plan included as part of original submission. Referred to Section 12 of the application.

No response required.



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May 25, 2007 Page 3 of 7



Reference: Phase II Parking Garage Portland International Jetport Portland, Maine

10. Temporary Lot Status: Was the temporary lot ever approved by the Planning Board for permanent status? If yes, were changes made, (i.e. Green space, lighting, signage). If no, review needs to be included in this application, especially signage. Remember discussing this with Paul / Sarah Hopkins as part of baggage claim review.

The remote parking lot was approved as a permanent facility by the Portland Planning Board on September 28, 2004. All conditions associated with the approval have been met. A copy of the approval is included as Attachment No. 3.

11. Plan References: General problem with detail references to sheet numbers need to be addressed.

Refer to attached plan set.

12. Pedestrian Movement Plan: Provide single plan showing pedestrian movement paths, temporary barriers, construction access, etc. Provide written narrative to discuss plan.

Refer to sheet C8-1 included in the attached plan set.

13. Bathrooms: Confirmed there were no additional bathroom facilities proposed in the Phase II garage. No impact to existing sanitary sewer system.

No response required.

14. Parking Master Plan: Provide plan showing updated Master Plan.

Refer to Exhibit 6B included in attached plan set.

15. Parking Capacity: Provide response indicating sufficient capacity of facility to handle usage at completion of project.

The project does not propose a structure or development which will create the need for additional parking. Instead, the project itself involves the construction of a parking garage that is intended to provide additional parking capacity to satisfy existing and future needs at the Jetport as identified in the 2000 Parking Master Plan for the Portland Jetport approved by the City. When completed, the Phase II parking garage will result in a net increase of 451 parking spaces over the existing available parking capacity.

16. Parking Capacity – During Construction:

During construction, the necessary demolition of the existing parking garage structure and the use of a portion of the long term surface parking lot as a contractor staging and laydown area, will result in a temporary decrease in available parking of approximately 610 spaces and 153 spaces respectively for a total of 763 spaces. This decrease in

May 25, 2007 Page 4 of 7

Reference: Phase II Parking Garage Portland International Jetport Portland, Maine

available parking will be partially offset by use of the Jetport's remote parking facility on outer Congress Street. Shuttlebus service between the remote lot and the terminal will be implemented during the construction period. Although less spaces will be available during construction, the parking demand during the proposed construction period is typically low. The project is scheduled for construction during the months of May 2008 through December 2008, with the new structure being open to parking by Thanksgiving of 2008. As a result, the impacts to available parking will occur during the low demand period of the summer months for parking at the Jetport, and thus the combination of remaining parking spaces and the remote lot will provide adequate available parking during this period. Exhibit No. 2 is a chart developed by the Jetport which demonstrates the typical historical demand for parking during the proposed construction period. The chart shows midnight parking counts for calendar years 04, 05, 06, and part of 07 and confirms that on or about day 115 (late March) the volume of parkers drops dramatically and stays low throughout the summer tourist season. During this time period, the use of the Jetport switches from local travelers leaving the state (and their parked cars) to tourist from outside the state coming in and renting cars. This data confirms that adequate parking will be available during the construction period.

17. Snow Removal: Indicate who is responsible for snow removal from temporary pedestrian movement areas during construction.

Snow removal from pedestrian areas is presently the responsibility of jetport staff. The project is intended to be substantially completed prior to the 2008/2009 winter period. However, In the event that snow removal is necessary, the contractor will be required to remove snow and maintain temporary pedestrian movement areas that pass through the construction site. Jetport staff will continue to be responsible for snow removal in pedestrian movement areas outside of the construction site.

18. Temporary Access: Indicate that proposed temporary construction entrances will be returned to existing conditions at the completion of the project.

Four temporary construction entrances are proposed to facilitate the flow of construction equipment and materials onto the site. The main construction entrance off of Jetport Boulevard will be constructed where the Jetport Access Road was previously located. The road pavement has since been removed and the area is currently turf. The topsoil will be removed and a gravel base prepared for the life of construction. Three other temporary construction entrances are also proposed connecting the airport loop roads to the contractor's temporary staging and lay down areas. At the completion of the project, all of the temporary construction entrances will be returned to their existing vegetated conditions. Refer to sheet C6-2 included in the attached plan set for location of temporary construction entrances.

May 25, 2007 Page 5 of 7

Reference: Phase II Parking Garage Portland International Jetport Portland, Maine

19. Parking Stall Dimensions: Obtain technical design standards waiver from the City for smaller than standard parking stalls. Provide interior layout drawing with sizes of stalls and aisles included.

The proposed parking stall dimensions in the Phase II Garage are 9-feet wide by 18-feet long. These dimensions correspond with the dimensions of the parking stalls elsewhere at the Jetport including the existing Phase I Garage and the surface parking lots. The dimensions are also in accordance with the Parking Master Plan for the Portland International Jetport approved by the City in 2000. We are therefore requesting at this time that a technical design standards waiver be issued for this project as the proposed 9-foot by 18-foot stall is smaller than the current 9-foot by 19-foot city of Portland standard. Refer to sheet PS2-1 included in the attached plan set for interior layout of the proposed and existing garage structures with stall and lane dimensions.

20. Water Quality Unit: Indicate on plans the location of the existing water quality treatment unit and note that drainage from the proposed project will be draining to this unit and subsequently to the detention basin.

Stormwater runoff from the proposed garage will be collected by a new system of catchbasins and floor drains that drain to a new drain manhole along the eastern edge of the proposed garage (refer to sheet C5-1 included in the attached plan set). The drain manhole empties to an existing 18" HDPE stormdrain that in-turn empties into a deep gravity system of stormdrains that outlets at a water quality treatment unit in the center of the airfield before discharging to a large detention basin. The water quality treatment unit was constructed during the Phase I garage project and was sized to treat runoff from the Phase II structure as well. However, since construction of the Phase I project, the Maine Department of Environmental Protection (MDEP)'s standards for stormwater treatment were revised. The water quality treatment unit installed no longer meets current treatment standards. Therefore, in consultation with the MDEP, the Jetport is proposing to construct a stormwater filtration basin to meet current treatment standards.

The area surrounding the Phase II garage site is primarily built-up impervious development which limits the amount of space available for a treatment facility. As such, a filtration basin is proposed on the east side of Runway 18-36 to treat runoff from a portion of the runway and sections of the Perimeter Service and Yellowbird Roads (refer to sheet C1-2 included in the attached plan set). This approach of treating existing paved areas within the same watershed instead of the proposed development has been discussed and agreed to by the MDEP. An application for modification of the Jetport's Site Location of Development permit is currently being prepared for submission to the MDEP and a copy of the permit approval will be forwarded to the City when received.

The proposed filtration basin will be located between Yellowbird Road and the Fore River. Approximately half of the basin will be located within the City of Portland's designated Shoreland Protection Zone. The intent of the basin is to collect stormwater

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Reference: Phase II Parking Garage Portland International Jetport Portland, Maine

runoff from approximately 1.5 acres of existing impervious surface and detain a volume equal to one-inch of runoff from all impervious surfaces. The runoff will then slowly drain through the bottom of the basin which is made up of a porous sand/organic material layer to an underdrain system approximately 2-feet below the surface. The underdrain will then discharge to an existing drainage ditch that empties into the Fore River. No impervious surfaces are proposed within the Shoreland Protection Zone. The improvements will require excavation, grading, and stormdrain / underdrain construction. No significant vegetation will be impacted by construction of the basin, and Best Management Practices (BMP's) will be implemented during construction. BMP's include silt fence, hay-bale and stone check dams in ditches, riprap at culvert outlets, and erosion control mesh on steep slopes and in areas with high erosion potential.

21. Basic Stabilization during Construction: Update the reference in Section 15 of the application to reflect the most current online version of the MDEP Erosion and Sediment Control Handbook for Construction.

During construction of the proposed Phase II improvements, the Basic Stabilization Standard as defined by MDEP will be met. Erosion and sediment control will be provided in accordance with standards outlined in the 2003 online version of the MDEP's Maine Erosion and Sediment Control BMPs Manual.

22. Renderings: Provide colored 3D drawings of garage, including Phase I.

Refer to colored rendering included in attached plan set.

23. Landscaping: On landscaping plans, show all existing plantings.

Refer to sheet C7-1 included in attached plan set.

We trust that the enclosed documentation and responses provides you with sufficient information to finish your review of the proposed project's application for Major Site Plan Review. We look forward to presenting the proposed project at the upcoming Planning Board Workshop scheduled for June 12, 2007. If you require additional information, please don't hesitate to contact us.

Sincerely,

STANTEC CONSULTING SERVICES INC.

David P. Nadeau, P.E. Transportation Engineer



Mr. David Nadeau, P.E. Stantec Inc. 10160-112 Street Edmonton, AB T5K 2L6

RE: Portland International Jetport Parking Garage Expansion Portland, Maine

Dear Mr. Nadeau:

Thank you for your site plan and letter to the Department dated April 21, 2006 regarding the above referenced project. It is our understanding from your letter that the Portland International Jetport plans on expanding the existing on-site 610 space parking garage by 430 spaces for a total of 1,040 parking spaces.

The additional spaces, according to your letter, are to address a current on-site parking shortage and are not intended to coincide with any proposed new uses or increases in intensity of the existing uses at the Jetport such that additional traffic would be expected.

Based on a review of the submitted material, the Department concurs with the findings in your letter that an MDOT Traffic Movement Permit is not required for the expansion of the existing on-site parking garage from 610 spaces to 1,040 spaces.

If you have any questions or wish to discuss this in more detail please do not hesitate to contact me at 885-7000.



Sincerely,

Randall Dunton, PE, PTOE MDOT Southern Region Sr. Traffic Engineer

C: Steve Landry, Assistant State Traffic Engineer Bruce Munger, Southern Region Traffic Engineer File



Exhibit No. 1

DAVID A. COLF

COMMISSIONER

THE MAINE DEPARTMENT OF TRANSPORTATION IS AN AFFIRMATIVE ACTION - EQUAL OPPORTUNITY EMPLOYERPHONE: (207) 885-7000TDD: (207) 287-3392FAX: (207) 883-3806



MAINE HISTORIC PRESERVATION COMMISSION 55 CAPITOL STREET 65 STATE HOUSE STATION AUGUSTA, MAINE 04333

JOHN ELIAS BALDACCI GOVERNOR

EARLE G. SHETTLEWORTH, JR. DIRECTOR

May 10, 2006

MAY 8 2006

MHPC #1010-06 - proposed parking garage, Phase 2; Portland International Project: Jetport Town: Portland, ME

Dear Mr. McLaughlin:

James E. McLaughlin, P.E.

Portland, ME 04101-3900

Dufresne-Henry

22 Free Street

In response to your recent request, I have reviewed the information received April 13, 2006 to initiate consultation on the above referenced project in accordance with Section 106 of the National Historic Preservation Act of 1966, as amended.

Based on the information provided, I have concluded that there will be no historic properties [architectural or archaeological] affected by the proposed undertaking.

Please contact Mike Johnson of this office if we can be of further assistance in this matter.

Sincerely,

Earle G. Shettleworth, Jr State Historic Preservation Officer



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JOHN ELIAS BALDACCI GOVERNOR STATE OF MAINE Department of Conservation 157 HOSPITAL STREET 93 STATE HOUSE STATION AUGUSTA, MAINE 04333-0093

PATRICK K. MCGOWAN

COMMISSIONER

April 18, 2006

James E. McLaughlin Dufresne-Henry 22 Free Street Portland, ME 04101-3900



Re: Rare and exemplary botanical features, parking at PIJ, Portland.

Dear Mr. McLaughlin:

I have searched the Natural Areas Program's Biological and Conservation Data System files in response to your request of April 12, 2006 for information on the presence of rare or unique botanical features documented from the vicinity of the project site in the City of Portland, Maine. Rare and unique botanical features include the habitat of rare, threatened or endangered plant species and unique or exemplary natural communities. Our review involves examining maps, manual and computerized records, other sources of information such as scientific articles or published references, and the personal knowledge of staff or cooperating experts.

Our official response covers only botanical features. For authoritative information and official response for zoological features you must make a similar request to the Maine Department of Inland Fisheries and Wildlife, 284 State Street, Augusta, Maine 04333.

According to the information currently in our Biological and Conservation Data System files, there are no rare botanical features documented specifically within the project area. This lack of data may indicate minimal survey efforts rather than confirm the absence of rare botanical features. You may want to have the site inventoried by a qualified field biologist to ensure that no undocumented rare features are inadvertently harmed.

If a field survey of the project area is conducted, please refer to the enclosed supplemental information regarding rare and exemplary botanical features documented to occur in the vicinity of the project site. The list may include information on features that have been known to occur historically in the area as well as recently field-verified information. While historic records have not been documented in several years, they may persist in the area if suitable habitat

Maine Natural Areas Program Molly Docherty, Director



Exhibit No. 5

exists. The enclosed list identifies features with potential to occur in the area, and it should be considered if you choose to conduct field surveys.

This finding is available and appropriate for preparation and review of environmental assessments, but it is not a substitute for on-site surveys. Comprehensive field surveys do not exist for all natural areas in Maine, and in the absence of a specific field investigation, the Maine Natural Areas Program cannot provide a definitive statement on the presence or absence of unusual natural features at this site.

The Natural Areas Program is continuously working to achieve a more comprehensive database of exemplary natural features in Maine. We would appreciate the contribution of any information obtained should you decide to do field work. The Natural Areas Program welcomes coordination with individuals or organizations proposing environmental alteration, or conducting environmental assessments. If, however, data provided by the Natural Areas Program are to be published in any form, the Program should be informed at the outset and credited as the source.

The Natural Areas Program has instituted a fee structure of \$75.00 an hour to recover the actual cost of processing your request for information. You will receive an invoice for \$75.00 for our services.

Thank you for using the Natural Areas Program in the environmental review process. Please do not hesitate to contact me if you have further questions about the Natural Areas Program or about rare or unique botanical features on this site.

Sincerelv

Raquel Ross Information Manager 93 State House Station Augusta, ME 04333-0093 207-287-8046 Raquel.ross@maine.gov

Enclosures

John E. Baldacci Governor



Roland D. Martin Commissioner

DEPARTMENT OF INLAND FISHERIES AND WILDLIFE

Wildlife Division, Region A 358 Shaker Road Gray, ME 04039 Phone: (207) 657-2345 x 109 Fax: (207) 657-2980 Judith.walker@maine.gov

May 16, 2007

James McLaughlin Stantec Consulting Services, Inc. 22 Free Steet Suite 205 Portland, ME 04101

RE: Portland Jetport Parking Garage, Phase II

Dear Jim,

You contacted our offices regarding any wildlife resources on a project at the Portland International Jetport, in Portland, Maine. Based on a review of the most current data available, there are no known essential or significant wildlife habitats, nor any documented occurrences of rare, threatened species within the project site. I am not aware of any significant vernal pools on this property, however no formal surveys have been conducted. Vernal pools of management concern include those with documented reproduction of the following species; wood frog, spotted salamander, four-toed salamander, blue-spotted salamander, and fairy shrimp.

I have attached a map of the approximate project site, and it appears that the project is outside of the shorebird roosting/feeding area, as well as the area mapped as New England Cottontail habitat. Based on the site plan you provided, I would expect this project to have minimal negative impact on regional wildlife goals and management objectives.

Sincerely,

Judy Walker

Judy Walker • Assistant Regional Wildlife Biologist

Exhibit No. 6

APPLICATION FOR MAJOR SITE PLAN REVIEW CITY OF PORTLAND, MAINE





ATTACHMENT NO. 3

Site Plan Approval – Remote Lot

CITY OF PORTLAND, MAINE

PLANNING BOARD

Orlando E. Delogu, Chair Lee Lowry III, Vice Chair John Anton Kevin Beal Michael Patterson David Silk Janice E. Tevanian

October 14, 2004

Mr. Paul Bradbury Portland International Jetport 1001 Westbrook Street Portland, ME 04103

Re: Jetport Remote Parking Lot, Vicinity of 2254-2324 Congress Street CBL: 233-A-006-009; #2004-0116

Dear Mr. Bradbury:

1.

2.

On September 28, 2004, the Portland Planning Board voted 5-0 (Beal and Silk absent) that the plan for a permanent parking lot in the vicinity of 2254-2324 Congress Street is in conformance with the site plan ordinance of the land use code, subject to the following conditions:

That a maintenance plan shall be developed and implemented to address excessive vegetation blocking the catch basins and vortechnics treatment unit and that the site be marked with posts or pavement markers indicating the location of the catch basins and the treatment tank.

The approval is based on the submitted site plan, other submitted material and the findings related to site plan review standards as contained in Planning Report # 44-04, which is attached.

Please note the following provisions and requirements for all site plan approvals:

- The site plan approval will be deemed to have expired unless work in the development has commenced within one. (1) year of the approval or within a time period agreed upon in writing by the City and the applicant. Requests to extend approvals must be received before the expiration date.
- Prior to construction, a pre-construction meeting shall be held at the project site with the contractor, development review coordinator, Public Work's representative and owner to review the construction schedule and critical aspects of the site work. At that time, the site/building contractor shall provide three (3) copies of a detailed construction schedule to the attending City representatives. It shall be the contractor's responsibility to arrange a mutually agreeable time for the pre-construction meeting.

If work will occur within the public right-of-way, such as utilities, curb, sidewalk and driveway construction a street opening permit(s) is required for your site. Please contact Carol Merritt at 874-8822. (Only excavators licensed by the City of Portland are eligible)

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The Development Review Coordinator must be notified five (5) working days prior to date required for final inspection. Please make allowances for completion of site plan requirements determined to be incomplete or defective during the inspection. This is essential as all site plan requirements must be completed and approved by the Development Review Coordinator prior to issuance of a Certificate of Occupancy. Please schedule any property closing with these requirements in mind.

If there are any questions, please contact Richard Knowland, Senior Planner at 874-8725.

Sincerely,

Cc:

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Orlando Delogu, Chair Portland Planning Board

> Lee D. Urban, Planning and Development Department Director Alexander Jaegerman, Planning Division Director Sarah Hopkins, Development Review Services Manager Richard Knowland, Senior Planner Jay Reynolds, Development Review Coordinator Marge Schmuckal, Zoning Administrator 1.1 Inspections Division Michael Bobinsky, Public Works Director Traffic Division Eric Labelle, City Engineer Jeff Tarling, City Arborist Penny Littell, Associate Corporation Counsel Lt. Gaylen McDougall, Fire Prevention Rick Blackburn, Assessors Office Approval Letter File

O.PLANDEVREVWjetportremotepklon10-14-04AppLetter.doc

protection. Please refer to the erosion control plan in the project drawings and Section 14 of the Application.

9. The provision for exterior lighting will not be hazardous to motorists traveling on adjacent public streets, is adequate for the safety of occupants or users of the site, and will not cause significant glare or direct spillover onto adjacent properties.

Response: The exterior lighting for the project has been specifically selected and designed so as to minimize glare and spillover to neighboring properties. This is accomplished through the use of "sharp cutoff" pole-mounted luminaires to match the existing roof top pole-mounted luminaries on the existing parking garage structure. Additionally, interior lighting has been shielded by the incorporation of architectural louvers mounted on the exterior of the building. Please refer to the lighting photometrics plans in the project drawings and Section 12 of the Application.

10. The development will not create fire or other safety hazards and provides adequate access to the site and to the buildings for emergency vehicles.

Response: No fire or other safety hazards are expected to be created by the project. The manufacturing of or use of dangerous chemicals or substances is not proposed as part of the development. Sufficient capacity of the existing water supply has been confirmed for the fire protection sprinkler system proposed for the project. Adequate access to the site and structures is provided by the Jetport access loop road and adjacent parking facilities.

11. The proposed development is designed so as to be consistent with offpremises infrastructure, existing or planned by the city.

Response: The project is in concert and complies with the proposed development outlined in the approved Master Parking Plan and the Airport Master Plan for the Portland Jetport. Refer to Section 10 of the Application.

12. Any industrial development will prevent undue adverse environmental consequences, including without limitation any substantial diminution to the value or utility of neighboring structures or significant hazard to the health or safety of persons residing in the vicinity by controlling odor levels, sound levels, particulates, and other emissions it generates.

Response: Not Applicable to this proposed development.

13. For development within the RP zone...development would not be incongruous to that established style or character...

Response: Not Applicable to this proposed development. Project is within the Airport Zone.

14. Planned residential unit developments in the R-3, R-5 or R-5A residential zones and manufactured housing parks shall meet...

Response: Not Applicable to this proposed development.

15. Two-family, special needs independent living unit, multiple-family development, lodging houses, bed and breakfasts, and emergency shelters shall meet....

Response: Not Applicable to this proposed development.

16. Development located within the B-3 zone shall also meet the following standards....

Response: Not Applicable to this proposed development.

17. The applicant has submitted all information required by this article and the development complies with all applicable provisions of this code.

Response: The proponent believes that all required information has been submitted and that the development complies with all applicable provisions of the code.

18. If any part of a proposed structure or object is within one hundred (100) feet of any landmark, historic district, or historic landscape district designated or otherwise subject to the protection of article IX

Response: Not Applicable to this proposed development. See letter from State Historic Preservation Officer included as Exhibit No. 4.

19. View corridors: the placement and massing of proposed development shall not substantially obstruct those public views to landmarks and natural features from those locations identified on the View Corridor Protection Plan....

Response: Not Applicable to this proposed development.

20. The proposed development shall have no adverse impact upon existing natural resources including groundwater quantity and quality, surface water quantity and quality, wetlands, unusual natural areas, wildlife and fisheries habitats. Stormwater runoff from paved areas shall be treated to the extent practicable to minimize contaminants.

Response: Due to the nature of the project, the fact that it is within a highly developed area, and that no sewage, waste water or chemicals are anticipated to be generated from the project, it is anticipated that there will be no adverse affect on the quality or quantity of groundwater.

The project will replace an existing parking garage structure, by replacing existing impervious surface with a slightly less area of impervious surface. As such the project will not result in any increase in storm water runoff quantities or pollutants resulting from storm water discharges. Storm water discharges will be handled by proposed and existing storm water infrastructure located within the airport property. Storm water quality mitigation measures recommended by the Department of Environmental Protection are proposed under the project that will treat runoff that is currently discharging to Long Creek. Thus implementation of the project should improve the quality of surface water and storm water entering this body of water from the Jetport property. No significant wildlife habitat, rare or natural areas, will be impacted by the proposed project. Correspondence with the Dept. of Conservation and Dept. of Inland Fisheries and Wildlife concurs with these conclusions. See letters from these agencies included as Exhibit Nos. 5 and 6. Also, refer to Sections 14 and 15 of the Application

21. The proposed development shall not pose an unreasonable risk that a discharge to a significant groundwater aquifer will occur.

Response: Due to the nature of the project, the fact that it is within a highly developed area, and that no sewage, waste water or chemicals are anticipated to be generated from the project, it is anticipated that there will be no adverse affect on the quality or quantity of groundwater. Therefore the project does not pose and unreasonable risk of discharge to a significant groundwater aquifer.

22. Signs.

Response: For the most part, existing signs will remain unchanged under the project development. With the exception of minor relocations of existing signs and additional way finding signs within the structure to direct vehicles and pedestrians to new garage entrance/egress locations, no new signs are proposed under the project.

23. An applicant for minor site plan review of a sign denied for failure to comply with the requirements of section 14-369.5 shall meet the following standards....

Response: Not Applicable to this proposed development.

24. All major or minor businesses shall meet the following....

Response: Not Applicable to this proposed development.

25. Development in the industrial zones shall meet the following additional requirements...

Response: Not Applicable to this proposed development.

26. Development located in the B-5 and B-5b zones shall meet the following additional standards...

Response: Not Applicable to this proposed development.

27. Development located in the B-1, B-1b, B-2, and B-2b zones shall meet the following additional standards....

Response: Not Applicable to this proposed development.

 Small residential lot development located in the R-6 zone on lots of ten thousand (10,000) square feet or less....

Response: Not Applicable to this proposed development.

29. University of Southern Maine design standards...

Response: Not Applicable to this proposed development.

30. Bayside mixed use urban district zone (B-7 zone) design standards...

Response: Not Applicable to this proposed development.

31. Eastern waterfront design standards.....

Response: Not Applicable to this proposed development.

July 25, 2006 City of Portland - Planning Department Review Page 3 of 4

18.) Temporary Access	Stantec
Indicate that proposed temporary construction entrances will be returned to existing conditions at completion of project.	
19.) Parking Stall Dimensions	Stantec
Obtain a technical design standards waiver from the City for smaller than standard parking stalls. (9'x18' vs. 9'x19' standard). Provide interior layout drawing with sizes of stalls and aisles included.	
20.) Water Quality Unit	Stantec
Indicate on plans the location of the existing water quality treatment unit and note that drainage from the proposed project will be draining to this unit and subsequently to the detention basin.	
21.) Basic Stabilization During Construction	Stantec
Update the reference in Section 15 of the application to reflect the most current online version of the MDEP Erosion and Sediment Control Handbook for Construction.	
22.) Renderings	DHK
Provide colored 3d drawings of garage, including phase I. Several different views including from above.	
23.) Landscaping	Stantec
On landscaping plans, show all existing plantings.	
24.) Schedule	Stantec / DHK /
Based on current Planning Board work load, RK believes first workshop in October is most likely schedule (fourth Tuesday in September possible, not likely). Assuming everything goes smoothly, hearing during second Tuesday in November. Hold neighborhood meeting between workshop and hearing. Planning department will not attend.	Jetport
25.) Plan Sheet Organization	Stantec et. all
Reorganize plan sheets so that landscaping, layout, elevations at front, and all detail / construction info after. Summary info at the beginning.	
26.) Resubmission	Stantec
Once all comments addressed, submit two sets of updated drawings to RK (1-11"x17" & 1-30"x42") and one large set to DG for review. Colored drawings required for in-house review. When they are happy, submit remainder of copies required by planning board review regs.	
27.) Fire Department	Stantec
Maintain open access to fire department at all times. Will include language on general notes sheet.	

The meeting adjourned at 10:00 AM.

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

July 25, 2006 City of Portland - Planning Department Review Page 4 of 4

STANTEC CONSULTING SERVICES INC.

David P. Nadeau, P.E. Transportation Engineer dnadeau@stantec.com

c. Paul Bradbury - PWM George Katsoufis - DHK APPLICATION FOR MAJOR SITE PLAN REVIEW CITY OF PORTLAND, MAINE





ATTACHMENT NO. 2

Site Plan Approval Standards Executive Summary

Portland International Jetport Phase 2 Parking Garage

Executive Summary for Site Plan Approval Standards and Compliance with Sec. 14-526

1. The project will not create or aggravate any significant hazard to safety and will not cause traffic congestion.

Response: The proponent has confirmed with the Maine Department of Transportation that the project will not cause public road congestion or unsafe conditions with respect to highways or public roads. See letter from MDOT included as Exhibit No. 1.

2. The project will provide for sufficient parking to support the proposed structure.

Response: The project does not propose a structure or development which will create the need for additional parking. Instead, the project itself involves the construction of a parking garage that is intended to provide additional parking capacity to satisfy existing and future needs at the Jetport. When completed, the Phase II parking garage will result in a net increase of 367 parking spaces over the existing total available on-site parking capacity. However, during construction, the necessary demolition of the existing parking garage structure and the use of a portion of the long term parking areas as a contractor staging and laydown area, will result in a temporary decrease in available parking spaces of about 763 spaces. This decrease in available parking will be accommodated by utilizing the Jetport's remote parking facility on outer Congress Street which has approximately 460 available spaces. Shuttlebus service to the remote lot will be implemented during the construction period. Although less spaces will be available during construction, the parking demand during the construction period is typically low. The project is scheduled for construction during the months of May 2008 through December 2008, with the new structure being open to parking by Thanksgiving of 2008. As a result, the impacts to available parking will occur during the low demand period for parking at the Jetport, and thus the combination of remaining parking spaces and the remote lot will provide adequate available parking during this period. Exhibit No. 2 is a chart developed by the Jetport which demonstrates the typical historical demand for parking during the proposed construction period. The chart shows midnight parking counts for calendar years 04, 05, 06, and part of 07 and confirms that on or about day 115 (late March) the volume of parkers

drops dramatically to a maximum of approximately 1500 spaces, and stays low throughout the summer tourist season. During this time period, the use of the Jetport switches from local travelers leaving the state (and their parked cars) to tourist from outside the state coming in and renting cars. This data confirms that adequate parking will be available during the construction period.

3. The bulk, location or height of the proposed structures will not cause health or safety problems as to existing uses in the neighborhood, resulting from reduction in light and air, and significant wind impact and any significant snow loading.

Response: The proposed parking garage structure will replace an existing parking garage structure on the same highly developed commercial site, and is therefore not expected cause any health or safety problems resulting from light or air reduction, wind impact, or snow loading that would affect the neighborhood or existing neighboring structures.

4. The bulk, location or height of the proposed structure minimizes to the extent feasible any substantial diminution in the value or utility to neighboring structures under different ownership.

Response: The proposed parking garage structure will replace the existing old parking garage structure on the same highly developed commercial site, and is therefore not expected cause any diminution in value to neighboring structures under different ownership. Aesthetically, the project should improve the general aesthetics of the immediate area due to the removal of the existing old parking garage and the erection of the new garage addition which will have architectural features which will be complimentary and similar to the existing Phase I parking structure and the adjacent terminal building. In this instance, it could be argued that the value of neighboring properties could be enhanced by the construction of the project.

5. The development will not overburden the sewers, sanitary and storm drains, water, solid waste disposal or similar public facilities and utilities.

Response: No additional burden on sewage systems will result from the project since no bathroom or manufacturing processes which might generate sewage waste water are included in the project. Storm water runoff quantities will not be increased by the project and will be handled by proposed and existing storm water infrastructure located within the airport property and will not cause unreasonable burden on municipal services. The proponent has confirmed with the City of Portland Water Department that sufficient water supplies are available to service the proposed project. With the exception of the debris resulting from demolition of the existing structure, no significant long term generation of solid waste is anticipated as a result of the project. Solid waste from trash deposited in trash receptacles which will be located throughout the parking garage will be collected and disposed through modification of the existing waste removal contract currently servicing the Jetport. Refer to Sections 7, 8, and 9 of the Application.

6. The on-site landscaping provides adequate buffering between the development and neighboring properties so as to adequately protect each from any detrimental features of the other.

Response: Because the area is currently highly developed, the project will not have an adverse effect on the scenic or natural beauty of the area. Aesthetically, the project should improve the general aesthetics of the immediate area due to the removal of the existing old parking garage and the erection of the new garage addition which will have architectural features which will be complimentary and similar to the existing Phase I parking structure and the adjacent terminal building. Because of the commercial nature and use of the project site and the immediate surrounding properties a vegetative buffer is neither practical nor warranted. An appropriate level of landscaping has been provided to further enhance the aesthetics of the project site in the area between the new structure and the existing Terminal Building. Refer to the landscaping plan included in the project drawings and Section 13 of the Application.

7. The site plan minimizes, to the extent feasible, any disturbance or destruction of significant existing vegetation.

Response: The project is proposed to replace highly developed impervious surface with similar impervious surface and will not result in the disturbance and destruction of significant vegetation. Temporary access to the project site will be by way of the previously abandoned old airport access road, which will be returned temporarily to a gravel surface road bed for the project. At the conclusion of the project the road bed area will again be restored to a turf surface. Exhibit No. 3 is the most recent impervious surface area calculation for the Jetport property. The AB zone allows up to 70% impervious area. The calculation shows that the current development results in an impervious area calculation of approximately 55%.

8. The site plan does not create any significant soil and drainage problems, whether on- or off-site, and adequately provides for control of erosion and sedimentation during construction and afterward.

Response: The project is proposed to replace highly developed impervious surface with similar impervious surface and should not result in the any reduction in the capacity of the land to hold water or create any significant soil and drainage problems. The potential for soil erosion from the construction will be minimized through the implementation of best management practices such as siltation fencing, hay bale dikes, erosion control blankets, and storm drain inlet

May 25, 2007 Page 7 of 7

Reference: Phase II Parking Garage Portland International Jetport Portland, Maine

Tel: (207) 775-3211 Fax: (207) 775-6434 dnadeau@stantec.com

- Attachments: 9 copies each: 1) July 10, 2006 Meeting Minutes; 2) Site Plan Approval Standards Summary; 3) City of Portland Site Plan Approval for Remote Lot; 4) Revised Plan Set (11"x17")
- c. Paul Bradbury PWM George Katsoufis - DHK Jim McLaughlin - Stantec

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stantec.com Meeting Notes



City of Portland - Planning Department Review

PWM Phase II Garage / FILE 195210126

Stantec

Date:	July 20, 2006
Place/Time:	Portland City Hall / 9:00 AM
Next Meeting:	
Attendees:	Rick Knowland – City of Portland
	Marge Schmuckal – City of Portland
	Dan Goyette – Woodard & Curran
	Jim McLaughlin - Stantec
	David Nadeau - Stantec

All attendees

Absentees:

Distribution:

Item:	Action By:
1.) Subdivision Standards	Stantec
Provide an Addendum to the application with responses to each of the city of Portland's subdivision standards; To be used as a summary document by the Planning Board	
2.) MDOT Traffic Permit	Stantec
Provide another copy of the Maine Dept. of Transportation's response letter indicating that a Traffic Movement Permit is not required for this project.	
3.) MDEP Review	NR
Confirmed that MDEP is performing the Site Location of Development review.	
4.) Existing Conditions Visibility	Stantec
On all plan sheets, existing phase I garage and terminal labels should be more visible (bold, larger font)	
5.) Garage Height	Stantec / DHK
Provide the height of the proposed structure from the average ground elevation at base (4 corners) to the top of main structure (not including elevator tower, light posts, etc.). This is exterior height, not interior. Show dimension on elevation sheet A3-1.	
6.) Site Impervious	Stantec
Provide the calculation for the total impervious surface of the property as a percentage of the total area of the property. Indicate that percentage will not change as Phase II area is already impervious.	

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July 25, 2006 City of Portland - Planning Department Review Page 2 of 4

7.) Setbacks	NR
Confirmed that there are no issues with property setbacks.	
8.) Photometric Plans	Stantec
Provide clean color 11"x17" copies of Photometric plans EP-1 and EP-2.	
9.) Lighting Fixtures	NR
Catalog cuts and lighting plan included as part of original submission. Referred to Section 12 of the application.	
10.) Temporary Lot Status	Stantec / Jetport
Was the temporary lot ever approved by the Planning Board for permanent status? If yes, were changes made, (ie. Green space, lighting, signage). If no, review needs to be included in this application, especially signage. Remember discussing this with Paul / Sarah Hopkins as part of baggage claim review.	
11.) Plan References	Stantec et. all
General problem with detail references to sheet numbers need to be addressed.	
12.) Pedestrian Movement Plan	Stantec
Provide single plan showing pedestrian movement paths, temporary barriers, construction access, etc. Provide written narrative to discuss plan.	
13.) Bathrooms	Stantec
Confirmed there were no additional bathroom facilities proposed in the Phase II garage. No impact to existing sanitary sewer system. Forward response letter from City to RK.	
14.) Parking Master Plan	Stantec / DHK /
Provide plan showing updated master plan with intermodal bus facility, future terminal expansion, etc.	Jetport
15.) Parking Capacity	Stantec / DHK /
Contact Jim Conmity, Transportation Engineer, CoP; Tom Ericho, Traffic Review Consultant @ Wilbur Smith. Response indicating sufficient capacity of facility to handle increased usage. No increase in usage intended as result of parking garage. Phase II garage intended to address existing parking deficiencies, not create usage. Low cost carriers, etc. attract patrons. Confirm Jim and Tom concur with and that they believe facility will have sufficient capacity.	Jetport
16.) Parking Capacity - Construction	DHK / Jetport
Provide narrative detailing number of parking spaces lost during construction with analysis showing Jetport will have sufficient capacity. Get info from Paul.	
17.) Snow Removal	Stantec / Jetport
Indicate who is responsible for snow removal from temporary pedestrian movement areas during construction. (construction not anticipated to last into winter)	

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	17.42	1.42	75%					
	34.85		55%					
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module-3	length	height	open %	open SF		length	height	area SF
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	16.85	3.33	100%					
	16.85	1.42	75%					
	16.85	1.08	55%	10.0				
	16.85			88.7				123.
module-5	length	height	open %	open SF		length	height	area SF
	6.5	0.5	55%	1.8		6.5	7.33	
	6.5	3.33	100%	21.6				
	6.5							
	6.5	1.08						
				34.2				47.0
module-6	length	height	open %	open SF		length	height	area SF
	11.58	0.5	55%	3.2		11.58	7.33	
	11.58	3.33	100%					
	11.58	1.42	75%					
	11.58	1.08	55%	6.9				
	11.58			61.0				84.9
module-7	length	height	open %	open SF		length	height	area SF
	51	0.5	55%			51	7.33	
	25.5	3.33	100%	84.9				
	25.5	4.75	55%	66.6				
	25.5	1.42	75%	27.2				
	51	1.08	55%	30.3				

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PAGE 5 OF 10 MAY 2006

APPENDIX

The following images illustrate the geometry of typical façade treatments (modules) between columns.



Module-1, three full height mesh panels (variation 1B is with two full height mesh panels and variation 1C without any full height mesh panels)





Module-3



Module-5



Module-6

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Module-7, three full height mesh panels (variation 7B is without full height mesh panels)



Memorandum

то:	George Katsoufis
FROM:	Domenech Hicks & Krockmalnic Architects Todd M. Neal, P.E.
DATE/TIME:	April 16, 2008
SUBJECT:	Portland International Jetport Phase 2 – Parking Garage Structural Design Code

George,

Early in the design process we discussed with Mike Nugent the option of designing this parking garage in accordance with the 2006 International Building Code. This was based on our initial feeling that we would see some benefits from the relaxed seismic design requirements. These benefits were not realized and we designed this project in accordance with the 2003 International Building Code as noted on the structural drawings. Therefore, we did not request a waiver from the City of Portland for this project.

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