Applicant: 145 Jetport Blvd — Date: 12/6/11

Address: Hilton Garden AT AIRPORT C-B-L: 209A

CHECK-LIST AGAINST ZONING ORDINANCE

Reviewed for Code Compliance
Inspections Division
Approved with Conditions

Date: 07/12/13

Date -

Zone Location - A-B

Interior or corner lot -

Proposed Use/Work - Hotel addition in So Portland for Addition (88 room previously) (36 add. rooms) 216 New parking spaces on the Portland Side & minor renovations to the existing 88 rooms & changes to the lobby area

Sewage Disposal -

Lot Street Frontage -

Front Yard -

Rear Yard -

Side Yard -

Projections -

Width of Lot -

Height -

Lot Area - 182,080 #

Lot Coverage/ Impervious Surface - 70% MAX 41,148 per submittal ÷ 182080 = 22.60%

Area per Family -

Off-street Parking -

Loading Bays -

Site Plan - 2011-4011 / Level I Site Alteration

Shoreland Zoning/ Stream Protection - N/A

Flood Plains -

Comments in the System
12/21/11

Reviewed for Code Compliance
Inspections Division
Approved with Conditions

Date: 07/12/13

City of Portland
Development Review Application
Planning Division Transmittal form

Application Number: 2011-401 **Application Date:** 12/7/2011 12:00:00 AM
CBL: 209A-A-16
Project Name: Hilton Garden Inn Expansion
Address: 145 Jetport Boulevard

Project Description: Site Modification to construct a 3-story-36 room expansion of the hotel.
Zoning:
Other Reviews Required:
Review Type: Level I Site Alteration

Lobby

Distribution List:

☐ Planner	Shukria Wiar	☐ Parking	John Peverada
☐ Zoning	Marge Schmuckal	☐ Design Review	Alex Jaegerman
☐ Traffic Engineer	Tom Errico	☐ Corporation Counsel	Danielle West-Chuhta
☐ Civil Engineer	David Senus	☐ Sanitary Sewer	John Emerson
☐ Fire Department	Chris Pirone	☐ Inspections	Tammy Munson
☐ City Arborist	Jeff Tarling	☐ Historic Preservation	Deb Andrews
☐ Engineering	David Margolis-Pineo	☐ DRC Coordinator	Phil DiPierro
		☐ Outside Agency	

Comments needed by (7 days later): December 14, 2011

Reviewed for Code Compliance
Inspections Division
Approved with Conditions

Date: 07/12/13

145 Jetport Boulevard – Hilton Garden Inn

2011-401 - 209A-A-16 - A-B Zone

12/21/2011

This project and property cross over City lines and extends into South Portland who is doing the major review and approval for the addition and associated parking. There is also a proposal to add 26 parking spaces at the rear of the property located in Portland. The property in Portland is located in an A-B Airport Business Zone. Hotels/Motels with assessor parking and uses are a listed allowable use in the A-B Zone.

The project is meeting the requirements of the A-B zone including impervious surface maximums.

Separate permits will be required from Inspection Services to build the new parking spaces after receiving all site plan approvals.

Marge Schmuckal

Zoning Administrator

Reviewed for Code Compliance
Inspections Division
Approved with Conditions

PROJECT NAME: Hilton Garden Inn Expansion

PROPOSED DEVELOPMENT ADDRESS:

145 Jetport Boulevard

Date: 07/12/13

PROJECT DESCRIPTION:

Proposed overall project is a 36-room expansion of the exisitng Hilton Garden Inn. Work in Portland includes the construction of 26 new parking spaces

CHART/BLOCK/LOT: Tax Map 209-A-A-16

CONTACT INFORMATION:

Applicant – must be owner, Lessee or Buyer	Applicant Contact Information
Name: Widewaters New Castle Portland Company LLC c/o Kevin Kane Business Name, if applicable: Address: 5786 Widewaters Parkway P.O. Box 3 City/State: Dewitt NY Zip Code: 13214-003	Work # 315-445-8543 Home# n/a Cell # 315-263-3687 Fax# 315-445-8570 e-mail: kkane@widewaters.com
Owner – (if different from Applicant)	**Owner Contact Information**
Name: 145 Jetport Boulevard LLC Address: 100 Middle Road City/State: Cumberland ME Zip Code: 04021 c/o David Slatery, Esq.	Work # 207-786-3566 Home# Cell # Fax# 207-783-9325 e-mail: dslatery@brannlaw.com
Agent/ Representative	**Agent/Representative Contact Information**
Name: Daniel L. Riley, P.E. c/o Sebago Technics, Inc. Address: One Chabot Street, City/State: Westbrook, ME Zip Code: 04098	Work # 207-756-0277 x 226 Cell # 207-615-7912 e-mail: driley@sebagotechnics.com
Billing Information	**Billing Information**
Name: Same as Applicant Address: City/State: Zip Code:	Work # Same as Applicant Cell # Fax# e-mail:

I hereby certify that I am the Owner of record of the named property, or that the owner of
authorizes the proposed work and that I have been authorized by the owner to make this
his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In a
permit for work described in this application is issued, I certify that the Planning Authority
Enforcement's authorized representative shall have the authority to enter all areas covere
permit at any reasonable hour to enforce the provisions of the codes applicable to this pe

Reviewed for Code Compliance
Inspections Division
Approved with Conditions

Date: 07/12/13

This application is for a Site Plan review only, a Performance Guarantee, Inspection Fee, Building Permit Application and associated fees will be required prior to construction.

Signature of Applicant:	Date:

Please refer to Article V, Site Plan of the City of Portland Land Use Code for detailed information concerning the City's site plan review process, thresholds and standards. Should you have any questions regarding the submittal requirements or any other aspect of the site plan review process, please contact the Planning Division.

PROJECT DATA

The following information is required where applicable, in order complete the application

Total Site Area		182,080 sq. ft.
Proposed Total Disturbed Area of the Site		4,795 sq. ft.
IMPERVIOUS SURFACE AREA		
• Proposed Total Paved Area		4,795 sq. ft.
• Existing Total Impervious Area		41,148 sq. ft.
• Proposed Total Impervious Area		4,795 sq. ft.
• Proposed Impervious Net Change		4,795 sq. ft.
PARKING SPACES		
• Existing Number of Parking Spaces		88
• Proposed Number of Parking Spaces	36 spaces	26 spaces located in portland
TOTAL Number of Parking Spaces		124

General Submittal Requirements -- Level I Site Alteration

Applicant Checklist	Planner Checklist	Number of Paper Copies	Submittal Requirement
☒	☐	1	Completed application form.
☒	☐	1	Application fees.
☒	☐	1	Written description of project.
☒	☐	1	Evidence of right, title and interest.
☒	☐	1	Copies of required state and/or federal permits.
☒	☐	1	Written assessment of zoning.
☒	☐	1	Written description of existing and proposed easements or other burdens.
☒	☐	1	Written requests for waivers from individual site plan and/or technical standards.
☒	☐	1	Evidence of financial and technical capacity.

Sebago Technic
Engineering Expertise You Can Build

Reviewed for Code Compliance
Inspections Division
Approved with Conditions

Date: 07/12/13

November 29, 2010
98386

Ph. 207-856-0277
Fax 856-2206

Ms. Barbara Barhydt
Development Review Services Manager
City of Portland Planning Department
389 Congress St
Portland Maine 04101

Level 1 Site Alteration Development Review Application
Hilton Garden Inn at 145 Jetport Boulevard

Dear Barbara:

On behalf of the Widewaters New Castle Portland Company, LLC (Widewaters), we are pleased to submit the enclosed Level 1 Site Alteration Development Review for an expansion of the Hilton Garden Inn at 145 Jetport Boulevard. This application follows our pre-application meeting held in your office on August 1, 2011.

The Hilton Garden Inn property is divided by the municipal boundary between the City of South Portland and the City of Portland. The portion of the property located in Portland is further identified as Lot 16, Block A on Tax Map 209 and is located in the Airport Business (AB) Zone.

In late 1999, the Hilton Garden Inn was reviewed concurrently by the City of Portland and the City of South Portland Planning Boards, receiving Site Plan approval from South Portland in November 1999 and Portland in December 1999 as an 88 room hotel. The City of Portland's review included approval of Maine Department of Environmental Protection (Maine DEP) Chapter 500 Stormwater review, in accordance with the City's delegated review authority.

Widewaters plans to modify the site to construct a 3-story, 36-room expansion of the hotel and the construction of an additional 36 parking spaces. The building expansion will be located entirely within the City of South Portland.

The development of the site in Portland is limited to the construction of 24 parking spaces with a total of approximately 5,000 square feet (sf) of impervious area qualifying the site as a Level 1 Site Alteration.

As we discussed in our pre-application meeting, we are requesting that the City of Portland's review include the projects Amended Stormwater Management Plan in accordance with the Maine DEP Chapter 500 Standards under its delegated review authority.

The following narrative briefly describes the proposed development, its history and significant aspects of the site design.

RESURGAM CITY OF PORTLAND, MAINE
Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/12/13

Project History

In late 1999, the Hilton Garden Inn was reviewed concurrently by the City of Po City of South Portland Planning Boards, receiving Site Plan approval from Portland 1999 and South Portland in November 1999.

The approved project included 1.63 acres of impervious area. The City of Portland's approval included a review of the stormwater management design pursuant to the Maine DEP Chapter 500 Stormwater rules, in accordance with the City's delegated review authority. The development included the construction of a stormwater treatment pond that met the Maine DEP sliding scale standards in place at the time of the approval.

The project also received approval for a Maine DEP Natural Resources Protection Act (NRPA) Permit and US Army Corps of Engineers Permit for approximately 0.23 acres of wetland alteration.

Site and Development Description

The existing Hilton Garden Inn site includes a hotel building and its associated parking, landscaping, stormwater management and utility improvements. The site occupies 4.2 acres of leased land at 145 Jetport Boulevard and is divided by the municipal boundary between the City of South Portland and the City of Portland. The property is further defined by the City of South Portland as Lot 3D on Tax Map 46 and by the City of Portland as Lot 209, Block A on Tax Map 209.

Access and utility connections are provided from Jetport Boulevard. Jetport Boulevard is owned by the City of Portland and is not an accepted City Street. The existing hotel development has a license from the City of Portland for access and utility connections in Jetport Boulevard, as noted on the boundary survey plan, until such time as the road may be accepted as a City Street.

Widewaters plans to modify the site to construct a 3-story, 36-room expansion of the hotel and construction an additional 36 parking spaces. The building expansion and 12 of the parking spaces are located within the City of South Portland, at the south end of the existing hotel in an area currently occupied by paved parking and landscaping.

The parking lot expansion in Portland is limited to 24 spaces to be constructed along the rear (west) drive aisle behind the building. The driveway access locations along Jetport Boulevard are unchanged and no new water, sewer, gas or electrical service connections are proposed.

New site lighting will be provided with the installation of new pole mounted fixtures. A Photometric Plan is included in the plan set and lighting fixture cut sheets are attached.

Traffic

A traffic analysis memorandum is attached addressing the new trips generated by the building addition. The analysis indicates the building addition will create a maximum of 29 new vehicle trips during the Saturday Peak Hour. The project will not require a Maine Department of Transportation Traffic Movement Permit.

RESURGAM CITY OF PORTLAND, MAINE
Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/12/13

Parking and Site Circulation

The City's Off-Street Parking and Loading Regulations for Hotels, indicates a par of one space for every four guest rooms.

The project proposes to expand the hotel from 88 rooms to 124 rooms. As such, the total parking demand at one space per two rooms is 31 spaces (124 spaces are provided). Five accessible spaces will be included to comply with the Americans with Disabilities Act (ADA) requirements.

Utilities

The building expansion will not require new water, gas, electrical or telecommunications utility services. The building expansion will be served by the existing utility services.

Stormwater Management

The development will create approximately 15,300 sf of new impervious surface and 16,600 sf of new developed area as defined by the Maine DEP Stormwater Management rules. The site redevelopment will include constructing a subsurface sand filter as a Stormwater Best Management Practice. This filter will provide treatment to current Maine DEP Chapter 500 standards for approximately 20,600 sf of existing and proposed impervious area and approximately 9,500 sf of landscaped area, exceeding Maine DEP Chapter 500 treatment standards for a redevelopment site.

The development of the site will include modifications to the existing stormwater wet detention pond at the southern end of the site. The existing wet pond was designed and approved under the Maine DEP Chapter 500 "Sliding Scale" Total Suspended Solids (TSS) Treatment Standards in place at the time of its construction. Portions for the existing wet pond will be filled to construct the proposed parking area. This loss in pond treatment volume is compensated for by the construction of the proposed sand filter.

The plan proposes to connect an underdrain from the sand filter, and an overflow bypass drain from the sand filter to an existing drain manhole located in Jetport Boulevard. We have discussed this connection with Mr. Arthur Sewall, Operations Executive at the Portland Jetport. At Mr. Sewall's request, we have met with Deluca-Hoffman Associates, the Jetport's Engineering Consultant, to review the proposed drainage connection.

Calculations are provided in the stormwater management report demonstrating that the sand filter treats an area that exceeds the City of South Portland and Chapter 500 requirements. The calculations also demonstrate the modified wet pond retains sufficient volume to treat runoff from the remaining tributary area to the standards required by the original design.

Wetlands

The existing hotel development approvals included a Tier 1 NRPA Permit to impact 10,000 sf of freshwater wetlands. The proposed parking lot construction will impact an additional 1,200 sf of wetlands. A Tier 1 NRPA Application has been submitted for these additional impacts.

RESURGAM CITY OF PORTLAND, MAINE
Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/12/13

Development Schedule

Widewaters intends to initiate construction in the summer of 2012 with occupancy i April 2013. We have submitted an Amended Site Plan Application to the City of S for the building expansion and improvements in South Portland. We anticipate a hearing with the South Portland Planning Board on January 10, 2012.

Conclusion

Thank you for your time and attention to this application. Please contact me if you have any questions or need additional information.

Sincerely

SEBAGO TECHNICS, INC

Anthony Panciocco, P.E.
Project Manager

APP:app/kn
Enc.

98386

Reviewed for Code Compliance
Inspections Division
Approved with Conditions

Written Assessment of Zoning

Date: 07/12/13

The property is located within the City of Portland's Airport Business District (A-B) Zone. There is an existing hotel, Hilton Garden Inn, on the property. This project is an expansion of the existing hotel.

98386

Reviewed for Code Compliance
Inspections Division
Approved with Conditions

Written Description of Project

Date: 07/12/13

Widewaters New Castle Portland Company, LLC (Widewaters) currently owns the Hilton Garden Inn, an 88 room hotel located at 145 Jetport Boulevard in Portland, Maine.

The existing Hilton Garden Inn site includes a hotel building and its associated parking, landscaping, stormwater management and utility improvements. The site occupies 4.2 acres of leased land at 145 Jetport Boulevard and is divided by the municipal boundary between the City of South Portland and the City of Portland. The property is further defined by the City of South Portland as Lot 3D on Tax Map 46 and by the City of Portland as Lot 209, Block A on Tax Map 209.

Project History

In late 1999, the Hilton Garden Inn was reviewed concurrently by the City of Portland and the City of South Portland Planning Boards, receiving Site Plan approval from Portland in December 1999 and South Portland in November 1999.

The approved project included 1.63 acres of impervious area. The City of Portland's approval included a review of the stormwater management design pursuant to the Maine Department of Environmental Protection (Maine DEP) Chapter 500 Stormwater rules, in accordance with the City's delegated review authority. The development included the construction of a stormwater treatment pond that met the Maine DEP sliding scale standards in place at the time of the approval.

The project also received approval for a Maine DEP Natural Resources Protection Act (NRPA) Permit and US Army Corps of Engineers Permit for approximately 0.23 acres of wetland alteration.

Site and Development Description

The existing Hilton Garden Inn site includes a hotel building and its associated parking, landscaping, stormwater management and utility improvements. The site occupies 4.2 acres of leased land at 145 Jetport Boulevard and is divided by the municipal boundary between the City of South Portland and the City of Portland. The property is further defined by the City of South Portland as Lot 3D on Tax Map 46 and by the City of Portland as Lot 209, Block A on Tax Map 209.

Access and utility connections are provided from Jetport Boulevard. Jetport Boulevard is owned by the City of Portland and is not an accepted City Street. The existing hotel development has a license from the City of Portland for access and utility connections in Jetport Boulevard, as noted on the boundary survey plan, until such time as the road may be accepted as a City Street.

RESURGAM CITY OF PORTLAND, MAINE
Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/12/13

Widewaters plans to modify the site to construct a 3-story, 36-room expansion of construction an additional 36 parking spaces. The building expansion and 12 (spaces are located within the City of South Portland, at the south end of the existi area currently occupied by paved parking and landscaping.

The parking lot expansion in Portland is limited to 24 spaces to be constructed along the rear (west) drive aisle behind the building. The driveway access locations along Jetport Boulevard are unchanged and no new water, sewer, gas or electrical service connections are proposed.

New site lighting will be provided with the installation of new pole mounted fixtures. A Photometric Plan is included in the plan set and lighting fixture cut sheets are attached.

Traffic

A traffic analysis memorandum is attached in addressing the new trips generated by the building addition. The analysis indicates the building addition will create a maximum of 29 new vehicle trips during the Saturday Peak Hour. The project will not require a Maine Department of Transportation Traffic Movement Permit.

Parking and Site Circulation

The City's Off-Street Parking and Loading Regulations for Hotels, indicates a parking demand of one space for every four guest rooms.

The project proposes to expand the hotel from 88 rooms to 124 rooms. As such, the total parking demand at one space per two rooms is 31 spaces. One hundred twenty four spaces are provided. Five accessible spaces will be included to comply with the Americans with Disabilities Act (ADA) requirements.

Utilities

The building expansion will not require new water, gas, electrical or telecommunications utility services. The building expansion will be served by the existing utility services.

Stormwater Management

The development will create approximately 15,300 square feet (sf) of new impervious surface and 16,600 sf of new developed area as defined by the Maine DEP Stormwater Management rules. The site redevelopment will include constructing a subsurface sand filter as a Stormwater Best Management Practice. This filter will provide treatment to current Maine DEP Chapter 500 standards for approximately 20,600 sf of existing and proposed impervious area and approximately 9,500 sf of landscaped area, exceeding Maine DEP Chapter 500 treatment standards for a redevelopment site.

The development of the site will include modifications to the existing stormwater wet detention pond at the southern end of the site. The existing wet pond was designed and approved under the

RESURGAM CITY OF PORTLAND, MAINE
Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/12/13

Maine DEP Chapter 500 "Sliding Scale" Total Suspended Solids (TSS) treatmen place at the time of its construction. Portions for the existing wet pond will be fille the proposed parking area. This loss in pond treatment volume is compensate construction of the proposed sand filter.

The plan proposes to connect an underdrain from the sand filter, and an overflow bypass drain from the sand filter to an existing drain manhole located in Jetport Boulevard. We have discussed this connection with Mr. Arthur Sewall, Operations Executive at the Portland Jetport. At Mr. Sewall's request, we have met with Deluca-Hoffman Associates, the Jetport's engineering Consultant, to review the proposed drainage connection.

Calculations are provided in the stormwater management report demonstrating that the sand filter treats an area that exceeds the City of South Portland and Chapter 500 requirements. The calculations also demonstrate the modified wet pond retains sufficient volume to treat runoff from the remaining tributary area to the standards required by the original design.

Wetlands

The existing hotel development's approvals included a Tier 1 NRPA Permit to impact 10,000 sf of freshwater wetlands. The proposed parking lot construction will impact an additional 1,200 sf of wetlands. A Tier 1 NRPA Application has been submitted for these additional impacts.

Development Schedule

Widewaters intends to initiate construction in the summer of 2012 with occupancy anticipated in April 2013. We have submitted an Amended Site Plan Application to the City of South Portland for the building expansion and improvements in South Portland. We anticipate a hearing with the South Portland Planning Board on January 10, 2012.

Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/12/13

SOUTH ELEVATION
Scale: 1" = 20'-0"

PORTLAND HILTON GARDEN INN EXPANSION

ELEVATIONS

June 24, 2011
HC ARCHITECTURE, INC.

CITY OF PORTLAND, MAINE
REVIEWED FOR CODE COMPLIANCE
Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/12/13

New work in Portland

Reviewed for Code Compliance
Inspections Division
Approved with Conditions

Date: 07/12/13

City of Portland
Development Review Application
Planning Division Transmittal form

Application Number: 2011-401 **Application Date:** 12/7/2011 12:00:00 AM
CBL: 209A-A-16
Project Name: Hilton Garden Inn Expansion
Address: 145 Jetport Boulevard

Project Description: Site Modification to construct a 3-story-36 room expansion of the hotel.
Zoning:

Other Reviews Required:
Review Type: Level I Site Alteration

Distribution List:

☐ Planner	Shukria Wiar	☐ Parking	John Peverada
☑ Zoning	Marge Schmuckal	☐ Design Review	Alex Jaegerman
☐ Traffic Engineer	Tom Errico	☐ Corporation Counsel	Danielle West-Chuhta
☐ Civil Engineer	David Senus	☐ Sanitary Sewer	John Emerson
☐ Fire Department	Chris Pirone	☐ Inspections	Tammy Munson
☐ City Arborist	Jeff Tarling	☐ Historic Preservation	Deb Andrews
☐ Engineering	David Margolis-Pineo	☐ DRC Coordinator	Phil DiPierro
		☐ Outside Agency	

Revised Site Plans:

Comments needed by (7 days later): January 18, 2012

Sebago Techni
Engineering Expertise You Can Bu

RESURGAM CITY OF PORTLAND, MAINE
Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/12/13

04098-1339
Ph. 207-856-0277
Fax 856-2206

January 9, 2011
98386

Ms. Shukria Wiar, Planner
City of Portland
Department of Planning & Urban Development
389 Congress Street
Portland, ME 04101

Hilton Garden Inn Expansion – Site Plan Application
Engineering Peer Review Comments, dated December 16, 2011

Dear Shukria:

On behalf of Widewaters Newcastle Portland Company, LLC, I am writing to respond to the following review comments we received on December 22, 2011 regarding the Site Plan Application for the proposed Hilton Garden Inn Expansion. The text of those comments is included in italics followed by our response.

Zoning Comments
The project is meeting the requirements of the A-B zone including impervious surface maximums. Separate permits will be required from Inspection Services to build the new parking spaces after receiving all site plan approvals.

1. **Transportation Standards**

   No Comments

2. **Environmental Quality Standards**

   a. *Preservation of Significant Natural Features – Review is Pending-comments will be forwarded at a later date.*

      Noted.

   b. *Landscaping and Landscape Preservation - Review is Pending-comments will be forwarded at a later date.*

      Noted.

   c. *Water Quality, Storm Water Management and Erosion Control*

      - *The project is required to meet the Basic, General, and Flooding standards outlined in Section 5 of the City of Portland Technical Manual (Level 1 Site Alteration Plans are required to conform with certain site plan standards contained in the City Code of Ordinances, Section 14-526, including Environmental Quality Standards outlined in Section 14-526(b) 3 – Water Quality, Stormwater Management and*

RESURGAM CITY OF PORTLAND, MAINE
Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/12/13

Erosion Control) and MaineDEP Chapter 500 regulati
City's delegated review authority.

Basic Standards

- *The Applicant has provided adequate details and notes for erosion control measures.*

  Noted.

- *The location or a note requiring the contractor to provide a stabilized construction entrance should be shown on the grading plan.*

  A stabilized construction entrance has been added to the plans.

Flooding Standards

- *The Applicant has indicated that there will be an increase in peak flow to the Jetport Boulevard storm drain system during the 10-year and 25-year storm event due to the proposed development. The Applicant should verify with the City DPS and Jetport that the existing storm drain system has adequate capacity to accept additional flows, and the Applicant should request a waiver of the flooding standard. Given the minimal increase in peak flow rates during these storm events, as long as the existing system is not currently experiencing issues with capacity, we would be supportive of this waiver request.*

  The watershed's tributary to the Jetport Boulevard drainage system were considered as part of the hydraulic grade line analysis. Additional peak flows, as a result of the proposed expansion, were input as a known CFS into the drop structure modeled in Hydro Flow. A hydraulic grade line analysis was also performed to confirm that the piped system in Jetport Boulevard has adequate hydraulic capacity to convey the increased 25-year flow. A copy if this analysis is attached. This information is currently under review by the City of Portland who owns the Jetport Boulevard and its drainage system.

General Standard

- *The Applicant has proposed the use of a subsurface sand filter for stormwater treatment on the site. We have reviewed the proposed design for conformance with Chapter 7.3 of the Maine DEP BMP Technical Design Manual.*

- *The Applicant should provide design calculations for the sizing of the StormTech Isolator Rows.*

  Design calculations for the sizing of the StormTech Isolator Rows are attached.

- *The Applicant should verify that groundwater and bedrock are at least one foot below the bottom of the filter. If these depth requirements cannot be met, the applicant should account for an impermeable liner system in their design.*

  The seasonal high groundwater table is based on boring and test pit logs obtained during the initial project's construction. The location of the two closest explorations indicates

RESURGAM CITY OF PORTLAND, MAINE
Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/12/13

that groundwater varies from approximately 3.5 to 5.0 feet below ground area of the site. The requested liner has been added to the plans. Notes ha to the plan indicating that the Engineer is to confirm the groundwater elev requirements prior to construction.

- *The Applicant should verify that the system will drain in the required 24 to 36 hours.*

We have spoken to the Maine Department of Environmental Protection (Maine DEP) regarding this drain time requirement. The Maine DEP has indicated that the 24-36 hour drain time is intended for channel protection. This system discharges to an entirely man-made system which ultimately conveys runoff directly to a tidal reach of the Fore River. Email correspondence from Maryann Hubert of the Maine DEP is attached.

Additionally, as mentioned in the email response from Mr. David Senus of Woodard & Curran, we have modified the sand filter gradation as requested.

3. **Public Infrastructure and Community Safety Standards**

No Comments

4. **Site Design Standards**

a. *Exterior Lighting - Please submit a photometric plan for all proposed lighting on site.*

A revised Photometric Plan is attached for review. Additionally, lighting cut sheets for the proposed wall pacs are attached.

b. *Signage and Wayfinding - Traffic Signage should be added to the plan.*

Signage for the Americans with Disabilities Act (ADA) parking spaces has been added to the plans. The existing ADA parking spaces include signage that will be retained. A STOP sign and stop bar striping is provided at the reconstructed exit onto Jetport Boulevard. Typically, STOP and YIELD signs are not required within a private parking lot of this size.

We are hopeful that we have sufficiently responded to all your comments. If there are any questions or you require any additional information, please let me know. Thank you for your time and attention to this project.

Sincerely,

SEBAGO TECHNICS, INC.

Anthony Panciocco, PE
Senior Project Engineer

APP:app/dlf/kn
Att.

Reviewed for Code Compliance
Inspections Division
Approved with Conditions

Strengthening a Remarkable City, Building a Community for Life Date: 07/12/13

Planning & Urban Development Department
Gregory A. Mitchell, Acting Director

Planning Division
Alexander Jaegerman, Director

January 19, 2012

Widewaters New Castle Portland Company LLC
Atten: Kevin Kane
5786 Widewaters Parkway
PO Box 3
Dewitt, NY 13214-003

Sebago Technics, Inc.
Atten: Daniel Riley, PE
One Chabot Street
Westbrook, ME 04098

Project Name:	Hilton Garden Inn Expansion	Project ID:	2011-401
Address:	145 Jetport Boulevard	CBL:	209A-A-016
Applicant:	Widewaters New Castle Portland Company LLC		
Planner:	Shukria Wiar		

Dear Mr. Kane:

On January 19, 2012, the Planning Authority approved the amended Level I Site Alteration site plan for Hilton Garden Inn to expand a parking area with twenty- six (26) parking spaces at 145 Jetport Boulevard. The expanded parking lot is part of a larger project to construct a three-story, thirty-six room expansion of the hotel, which is located within and has been approved by the City of South Portland (Attachment 1). The City of Portland's approval includes the construction of twenty-six (26) new parking spaces and a MDEP Chapter 500 Stormwater review as the delegated review authority under Maine's Chapter 500 Stormwater Regulations (Attachment 2, letter from Steve Puleo, South Portland, dated 12.23.2011).

The decision is based upon the plans and application as submitted and prepared by Sebago Technics, Inc. and with a revision date of 12.30.2011. The proposal was reviewed for conformance with the standards of Portland's site plan ordinance and MDEP Chapter 500 Stormwater review.

WAIVERS
The Planning Authority waives the flooding standard contained under Technical Standard, under Section Five (C) (4) (E) 2, which allows the stormwater flow to the existing storm drain system at the Jetport that has adequate capacity to accept the slight increase in flow during the 10-year and 25-year storm event.

STORM WATER MANAGEMENT PERMIT
Based upon the City of Portland's Delegated Review Authority, the Planning Authority approves the Storm Water Management Permit application for Hilton Garden Inn Expansion subject to the following condition:

1. Storm Water Management Condition of Approval
   The applicant and all assigns, must comply with the conditions of Chapter 32 Storm Water including Article III. Post-Construction Storm Water Management, which specifies the annual inspections and

reporting requirements. The developer/contractor/subcontractor must comply with con construction storm water management plan and sediment & erosion control plan based and state guidelines.

Reviewed for Code Compliance
Inspections Division
Approved with Conditions

Date: 07/12/13

SITE PLAN REVIEW

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

1. Lighting illumination shall not trespass onto abutting properties and shall be 0.1 foot candles at the property line; house-side shielding may be necessary to comply with this standard. The final photometric plans shall reflect this change.

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 building plans and a separate change of use/building permit is required for parking lots from 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 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 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.

6. **Preconstruction Meeting** Prior to the release of a building permit or site construction, a pre-construction meeting shall be held at the project site. This meeting will be held with the contractor, Development Review Coordinator, Public Service's representative and owner to review the construction schedule and critical aspects of the site work. At that time, the Development Review Coordinator will confirm that the contractor is working from the approved site plan. The site/building contractor shall provide three (3)

Reviewed for Code Compliance
Inspections Division
Approved with Conditions

Date: 07/12/13

copies of a detailed construction schedule to the attending City representatives. It shall responsibility to arrange a mutually agreeable time for the pre-construction meeting.

7. **Department of Public Services Permits** If work will occur within the public right-o utilities, curb, sidewalk and driveway construction, a street opening permit(s) is require Please contact Carol Merritt at 874-8300, ext. 8828. (Only excavators licensed by the eligible.)

8. **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. 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 Shukria Wiar at (207) 756-8083 or via shukriaw@portlandmaine.gov

Sincerely,

Alexander Jaegerman
Planning Division Director

Attachments:
1. City of South Portland Approval letter
2. Steve Puleo, Community Planner, South Portland
3. Chapter 32 – Storm Water
4. Performance Guarantee Packet

cc: Greg Mitchell, Interim Director of Planning and Urban Development
Alexander Jaegerman, Planning Division Director
Barbara Barhydt, Development Review Services Manager
Shukria Wiar, Planner
Philip DiPierro, Development Review Coordinator, Planning
Marge Schmuckal, Zoning Administrator, Inspections Division
Tammy Munson, Inspection Division Director
Lannie Dobson, Administration, Inspections Division
Gayle Guertin, 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
Matt Doughty, Field Inspection Coordinator, Public Services
Mike Farmer, Project Engineer, Public Services
Jane Ward, Administration, Public Services
Jeff Tarling, City Arborist, Public Services
Captain Chris Pirone, Fire Department
Thomas Erriso, P.E., TY Lin Associates
David Senus, P.E., Woodard and Curran
Rick Blackburn, Assessor's Department
Approval Letter File