

PROJECT NAME: Convenience Store with Fuel Station

PROPOSED DEVELOPMENT ADDRESS:

2282 Congress Street, Portland, Maine

PROJECT DESCRIPTION:

New commercial development on 3.24 acre property located on the south side of Congress Street, west of the MTA. The project includes a 3,850 SF C-Store/Fuel Station with 14 filling dispenser positions. An ATM Drive-thru will be provided. Site access will be off Congress Street.

CHART/BLOCK/LOT: 237/A/012

PRELIMINARY PLAN _____ (date)
FINAL PLAN X (date)

CONTACT INFORMATION:

Applicant – must be owner, Lessee or Buyer Name: CJ Developers, Inc. Business Name, if applicable: Address: 35 Primrose Lane City/State : Freeport, ME Zip Code: 04032	Applicant Contact Information Work # 207-865-4323 Home# 207-865-4305 Cell # 207-240-1074 Fax# e-mail: ddatulip@aol.com
Owner – (if different from Applicant) Name: Hutchcount LLC Address: 1000 Market Street, Building 1 City/State : Portsmouth, NH Zip Code: 03801	Owner Contact Information Work # Home# Cell # Fax# e-mail: rich.ade@oceanprop.com
Agent/ Representative Name: David Latulippe Address: 35 Primrose Lane City/State : Freeport, ME Zip Code: 04032	Agent/Representative Contact information Work # 207-865-4323 Cell # 207-865-4305 e-mail: ddatulip@aol.com
Billing Information Name: CJ Developers, Inc. Address: 35 Primrose Lane City/State : Freeport, ME Zip Code: 04032	Billing Information Work # 207-865-4323 Cell # 207-865-4305 Fax# e-mail: ddatulip@aol.com

<p>Engineer Name: Steve Bushey, P.E. DeLuca-Hoffman Associates, Inc. Address: 778 Main Street, Suite 8 City/State : South Portland, ME Zip Code: 04106</p>	<p>Engineer Contact Information Work # 207-775-1121 Cell # 207-756-9359 Fax# 207-879-0896 e-mail: sbushey@delucahoffman.com</p>
<p>Surveyor Name: Rex Croteau Titcomb Associates Address: 13 Gray Road City/State : Falmouth, ME Zip Code: 04105</p>	<p>Surveyor Contact Information Work # 207-797-9197 Cell # Fax# 207-878-3142 e-mail: rcroteau@titcombsurvey.com</p>
<p>Architect Name: Alpha Architects Address: 17 Chestnut Street, Suite 201 City/State : Portland, ME Zip Code: 04101</p>	<p>Architect Contact Information Work # 207-761-9500 Cell # 207-617-4110 Fax# e-mail: mark@alphaarchitects.com</p>
<p>Attorney Name: John Moncure Moncure & Barnicle Address: 9 Bowdoin Mill Island City/State : Topsham, ME Zip Code: 04086</p>	<p>Attorney Contact Information Work # 207-729-0856 Cell # Fax# 207-729-7790 e-mail: JMoncure@mb-law.com</p>

APPLICATION FEES:

Check all reviews that apply. (Payment may be made by Cash or Check payable to the City of Portland.)

<p>Level III Development (check applicable reviews)</p> <p><input checked="" type="checkbox"/> Less than 50,000 sq. ft. (\$500.00) <input type="checkbox"/> 50,000 - 100,000 sq. ft. (\$1,000) <input type="checkbox"/> 100,000 – 200,000 sq. ft. (\$2,000) <input type="checkbox"/> 200,000 – 300,000 sq. ft. (\$3,000) <input type="checkbox"/> over \$300,00 sq. ft. (\$5,000) <input type="checkbox"/> Parking lots over 11 spaces (\$1,000) <input type="checkbox"/> After-the-fact Review (\$1,000.00 plus applicable application fee)</p> <p>-----</p> <p>The City invoices separately for the following:</p> <ul style="list-style-type: none">- Notices (\$.75 each)- Legal Ad (% of total Ad)- Planning Review (\$40.00 hour)- Legal Review (\$75.00 hour) <p>Third party review is assessed separately.</p>	<p>Other Reviews (check applicable reviews)</p> <p><input checked="" type="checkbox"/> Traffic Movement (\$1,000) <input checked="" type="checkbox"/> Stormwater Quality (\$250) <input type="checkbox"/> Subdivisions (\$500 + \$25/lot) # of Lots ___ x \$25/lot = _____ <input type="checkbox"/> Site Location (\$3,000, except for residential projects which shall be \$200/lot) # of Lots ___ x \$200/lot = _____</p> <p>___ Other _____</p> <p>___ Change of Use ___ Flood Plain ___ Shoreland ___ Design Review ___ Housing Replacement ___ Historic Preservation</p>
<p>Plan Amendments (check applicable reviews)</p> <p>___ Planning Staff Review (\$250) ___ Planning Board Review (\$500)</p>	

APPLICATION SUBMISSION

All site plans and written application materials must be uploaded to a website for review. At the time of application, instructions for uploading the plans will be provided to the applicant. One paper set of the plans, written materials and application fee must be submitted to the Planning Division Office to start the review process.

Submissions shall include one (1) paper packet with folded plans containing the following materials:

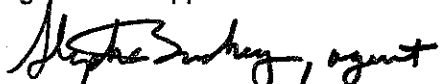
1. One (1) full size set of plans that must be folded.
2. One (1) copy of all written materials as follows, unless otherwise noted:
 - a. Application form that is completed and signed.
 - b. Cover letter stating the nature of the project.
 - c. All Written Submittals (Sec. 14-525 2. (c), including evidence of right, title and interest.
3. A stamped standard boundary survey prepared by a registered land surveyor at a scale not less than one inch to 50 feet.
4. Plans and maps based upon the boundary survey and containing the information found in the attached sample plan checklist.
5. Copy of the checklist completed for the proposal listing the material contained in the submitted application.
6. One (1) set of plans reduced to 11 x 17.

Refer to the application checklist for a detailed list of submittal requirements.

Portland's development review process and requirements are outlined in the Land Use Code (Chapter 14), which includes the Subdivision Ordinance (Section 14-491) and the Site Plan Ordinance (Section 14-521). Portland's Land Use Code is on the City's web site: www.portlandmaine.gov Copies of the ordinances may be purchased through the Planning Division.

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

This application is for a Level III Site Plan review. It is not a permit to begin construction. An approved site plan, a Performance Guarantee, Inspection Fee, Building Permit, and associated fees will be required prior to construction. Other Federal, State or local permits may be required prior to construction, which are the responsibility of the applicant to obtain.

Signature of Applicant: 	Date: 4/1/13
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PROJECT DATA

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

Total Area of Site	141,134 sq. ft.
Proposed Total Disturbed Area of the Site	95,800 sq. ft.
(If the proposed disturbance is greater than one acre, then the applicant shall apply for a Maine Construction General Permit (MCGP) with DEP and a Stormwater Management Permit, Chapter 500, with the City of Portland)	
Impervious Surface Area	
Impervious Area (Existing)	0 sq. ft.
Impervious Area (Proposed)	64,035 sq. ft.
Building Ground Floor Area and Total Floor Area	
Building Footprint (Existing)	0 sq. ft.
Building Footprint (Proposed)	3,850 sq. ft.
Floor Area (Existing)	0 sq. ft.
Floor Area (Proposed)	3,850 sq. ft.
Zoning	
Existing	I-M
Proposed, if applicable	Condition of Zoning Agreement
Land Use	
Existing	Undeveloped
Proposed	C-Store & Fuel Station
Residential, If applicable	N/A
Residential Units (Existing)	
Residential Units (Proposed)	
# Number of Lots (Proposed)	
Affordable Housing Units (Proposed)	
Efficiency Units (Proposed)	
One-Bedroom Units (Proposed)	
Two-Bedroom Units (Proposed)	
Three-Bedroom Units (Proposed)	
Parking Spaces	
Parking Spaces (Existing)	0
Parking Spaces (Proposed)	32
Handicapped Spaces (Proposed)	2
Bicycle Parking Spaces	
Bicycle Spaces (Existing)	0
Bicycle Spaces (Proposed)	2
Estimated Cost of Project	\$2-3 Million

General Submittal Requirements – Preliminary Plan (Optional)

Level III Site Plan

Preliminary Plan Phase Check list (if elected by applicant)

Applicant Checklist	Planner Checklist	Number of Copies	Written Submittal Requirements
<input type="checkbox"/>	<input type="checkbox"/>	1	Completed application form
<input type="checkbox"/>	<input type="checkbox"/>	1	Application fees
<input type="checkbox"/>	<input type="checkbox"/>	1	Written description of project
<input type="checkbox"/>	<input type="checkbox"/>	1	Evidence of right, title and interest.
<input type="checkbox"/>	<input type="checkbox"/>	1	Copies of required State and/or Federal permits.
<input type="checkbox"/>	<input type="checkbox"/>	1	Written assessment of proposed project’s compliance with applicable zoning requirements.
<input type="checkbox"/>	<input type="checkbox"/>	1	Written description of existing and proposed easements or other burdens.
<input type="checkbox"/>	<input type="checkbox"/>	1	Written requests for waivers from individual site plan and/or technical standards, where applicable.
<input type="checkbox"/>	<input type="checkbox"/>	1	Traffic analysis (may be preliminary, in nature, during the preliminary plan phase).
<input type="checkbox"/>	<input type="checkbox"/>	1	Written summary of significant natural features located on the site.
<input type="checkbox"/>	<input type="checkbox"/>	1	Written summary of project’s consistency with related city master plans.
<input type="checkbox"/>	<input type="checkbox"/>	1	Neighborhood Meeting Material (refer to page 13 of this application.)
Applicant Checklist	Planner Checklist	Number of Copies	Site Plan Submittal Requirements
<input type="checkbox"/>	<input type="checkbox"/>	1	Boundary Survey meeting the requirements of Section 13 of the City of Portland Technical Manual.
<input type="checkbox"/>	<input type="checkbox"/>	1	Preliminary Site Plan Including the following: (*information provided may be preliminary in nature during preliminary plan phase):
<input type="checkbox"/>	<input type="checkbox"/>		▪ Existing and proposed structures with distance from property line (including location of proposed piers, docks or wharves if in Shoreland Zone).
<input type="checkbox"/>	<input type="checkbox"/>		▪ Location of adjacent streets and intersections and approximate location of structures on abutting properties.
<input type="checkbox"/>	<input type="checkbox"/>		▪ Proposed site access and circulation.
<input type="checkbox"/>	<input type="checkbox"/>		▪ Proposed grading and contours.
<input type="checkbox"/>	<input type="checkbox"/>		▪ Location and dimension of existing and proposed paved areas including all parking areas and vehicle, bicycle and pedestrian access ways.
<input type="checkbox"/>	<input type="checkbox"/>		▪ Preliminary landscape plan including existing vegetation to be preserved, proposed site landscaping and street trees.
<input type="checkbox"/>	<input type="checkbox"/>		▪ Existing and proposed utilities (preliminary layout).
<input type="checkbox"/>	<input type="checkbox"/>		▪ Preliminary infrastructure improvements (e.g. - curb and sidewalk improvements, roadway intersection modifications, utility connections, transit infrastructure, roadway improvements).
<input type="checkbox"/>	<input type="checkbox"/>		▪ Preliminary stormwater management and erosion control plan.
<input type="checkbox"/>	<input type="checkbox"/>		▪ Existing significant natural features located on the site (including wetlands, ponds, watercourses, floodplains, significant wildlife habitats and fisheries or other important natural features listed in Section 14-526 (b) 1. of the Land Use Code).
<input type="checkbox"/>	<input type="checkbox"/>		▪ Proposed alterations to and protection measures for significant natural features located on the site (including wetlands, ponds, watercourses, floodplains, significant wildlife habitats and fisheries or other important natural features listed in Section 14-526 (b)1. of the Land Use Code).
<input type="checkbox"/>	<input type="checkbox"/>		▪ Existing and proposed easements or public or private rights of way.

General Submittal Requirements – Final Plan (Required)

Level III Site Plan

Final Plan Phase Check list (including items listed above in General Requirements for Preliminary Plan, if applicant did not elect to submit for a preliminary plan review)

Applicant Checklist	Planner Checklist	Number of Copies	Written Submittal Requirement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Evidence of financial and technical capacity.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Evidence of utilities' capacity to serve the development.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Written summary of fire safety (referencing NFPA fire code and Section 3 of the City of Portland Technical Manual).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Construction management plan.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Traffic Plan (if development will (1) generate 100 or more PCE or (2) generate 25 or more PCE and is located on an arterial, within 1/2 mile of a high crash location, and/or within ¼ mile of an intersection identified in a previous traffic study as a failing intersection).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Stormwater management plan.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Written summary of solid waste generation and proposed management of solid waste.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Written assessment of conformity with applicable design standards.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Manufacturer's verification that HVAC and manufacturing equipment meets applicable state and federal emissions requirements.

Final Plan Phase

<input type="checkbox"/>	<input type="checkbox"/>	1	Final Site Plan Including the following
<input checked="" type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> Existing and proposed structures on the site with distance from property line (including location of proposed piers, docks or wharves if in Shoreland Zone).
<input checked="" type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> Location of adjacent streets and intersections and approximate location of structures on abutting properties.
<input checked="" type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> Proposed site access and circulation.
<input checked="" type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> Proposed grading and contours.
<input checked="" type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> Location and dimension of existing and proposed paved areas including all parking areas and vehicle, bicycle and pedestrian access ways. Proposed curb lines must be shown.
<input checked="" type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> Proposed loading and servicing areas, including applicable turning templates for delivery vehicles
<input checked="" type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> Proposed snow storage areas or snow removal plan.
<input checked="" type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> Proposed trash and recycling facilities.
<input checked="" type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> Landscape plan including existing vegetation to be preserved, proposed site landscaping and street trees.
<input checked="" type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> Existing and proposed utilities.
<input checked="" type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> Location and details of proposed infrastructure improvements (e.g. - curb and sidewalk improvements, roadway intersection modifications, utility connections, public transit infrastructure, roadway improvements).
<input type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> Proposed septic system, if not connecting to municipal sewer. (Portland Waste Water Application included in this application)
<input checked="" type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> Proposed finish floor elevation (FFE).
<input checked="" type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> Exterior building elevation(s) (showing all 4 sides).
<input checked="" type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> Proposed stormwater management and erosion controls.
<input checked="" type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> Exterior lighting plan, including street lighting improvements..

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> ▪ <i>Proposed signage.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> ▪ <i>Identification of existing significant natural features located on the site (including wetlands, ponds, watercourses, floodplains, significant wildlife habitats and fisheries or other important natural features listed in Section 14-526 (b)1. of the Land Use Code). Wetlands must be delineated.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> ▪ <i>Proposed alterations to and protection measures for of existing significant natural features located on the site (including wetlands, ponds, watercourses, floodplains, significant wildlife habitats and fisheries or other important natural features listed in Section 14-526 (b)1. of the Land Use Code).</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> ▪ <i>Total area and limits of proposed land disturbance.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> ▪ <i>Soil type and location of test pits and borings.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> ▪ <i>Details of proposed pier rehabilitation (Shoreland areas only).</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> ▪ <i>Existing and proposed easements or public or private rights of way.</i>