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Planning & Urban Development Department

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March 22, 2014

Kevin Trytek
EcoMaine
64 Blueberry Road
Portland, ME 04102

Craig Burgess
Sebago Technics
75 John Roberts Road, Suite 1A
South Portland, ME 04106

RE: Staff Review Comments for Preliminary Level I Site Alteration Plan

Project Name: EcoMaine Parking Expansion
Address: 64 Blueberry Road
Applicant: EcoMaine
Planner: Nell Donaldson

Project ID: 2012-653
CBLs: 238-A-008001, 239-A-002

Dear Mr. Burgess:

Thank you for submitting an application for the parking expansion proposed at the EcoMaine facility at 64 Blueberry Road. This proposal is being reviewed as a preliminary plan subject to the Site Plan Ordinance, Article V of the Land Use Code. This letter outlines preliminary staff comments and requests further information.

Staff Review Comments for Preliminary Level I Site Alteration Plan

Boundary Survey Requirement

The boundary survey requirement of the city's site plan ordinance is being waived per the Department of Public Services. David Margolis-Pineo, of the city's DPS, provided the following comments,

The applicant has not submitted a site survey plan as required. However, since the proposed disturbed area is small and internal to a very large lot, this department is agreeable to waive the survey requirement. This waiver is not to be misconstrued that survey waivers are automatic. Each project is evaluated on its own merit and judgment call is made.

In the absence of a full site survey, it is requested that, in the revised submittal, the applicant provide a plan which shows the site in its entirety, including the frontage on Blueberry Road.

Zoning

The Zoning Administrator has confirmed that the proposal meets all the requirements of the underlying zones,

This project is located in the I-M zone and RPZ zone. The parking and the new pad area out back are all within the I-M zone. The front parking is in an "A" flood zone, but there are no requirements for parking in the floodplain regulations.

All setbacks are being met. This project is meeting the I-M zoning requirements. A separate permit is required thru Inspection Services for the work that is being done.

1. Transportation Standards

a. Impact on Surrounding Street Systems

The city's consulting traffic engineer, Tom Errico, has provided comments requesting information on the site's trip generation,

The applicant shall provide a summary of traffic volume changes that have occurred on the project site to determine whether increased traffic levels from prior approvals warrant an evaluation of traffic conditions.

b. Access and Circulation

Mr. Errico has also reviewed the circulation on the site. He notes,

The installation of a sidewalk along the property frontage on Blueberry Road is required by city ordinance. The applicant shall conduct a sidewalk waiver analysis, per the city ordinance, if they are not proposing to construct a sidewalk. I would note that if the sidewalk waiver is not met there may be a preference to have the applicant make a monetary contribution towards construction of sidewalk on the opposite side of Blueberry Road.

c. Parking

The application states that there are 23 existing parking spaces on site, but aerial photographs seem to indicate more (app. 36). The revised submittal should confirm the number of existing parking spaces. In addition, the revised submittal should include a discussion of the outdoor storage area in the southwest corner of the site, which might provide additional parking capacity.

It is understood that eight additional parking spaces are proposed. Of this, Mr. Errico writes,

The applicant shall provide a parking demand and supply analysis justifying the need for expanded parking supply from prior site plan approvals.

2. Environmental Quality Standards

a. Preservation of Significant Natural Features

No comments at this time.

b. Landscaping and Landscape Preservation

No comments at this time.

c. Water Quality, Storm Water Management and Erosion Control

David Senus, consulting civil engineer, provided the following comments,

A Level I Site Plan Submission is required to include proposed stormwater management controls and a soil erosion control plan in conformance with the Basic, General, and Flooding standards outlined in Section 5 of the City of Portland Technical Manual.

Basic Standards: The Applicant has provided plans, notes, and details to address erosion and sediment control requirements, inspection and maintenance requirements, and good housekeeping practices in general accordance with Appendix A, B, & C of MaineDEP Chapter 500. In addition to the items currently included on the plans, the Applicant should add notes and details for catch basin inlet protection for the two existing catch basins located in close proximity to the construction area on the "West Side Site Plan", Sheet 2.

General Standards: The project will result in an increase in impervious area of approximately 1,990 square feet. The Applicant has proposed an underdrained Soil Filter (USF) to provide water quality treatment for runoff generated from the eight new parking space on the east side

of the facility. The USF presented by the Applicant provides an acceptable means of complying with the General Standards for this project.

Flooding Standards: The project will result in an increase in impervious area of approximately 1,990 square feet. As such, the project is required to include stormwater management features to control the rate or quantity of stormwater runoff from the site. The Applicant has proposed an USF to provide storage of surface runoff. Given the small net increase of impervious area on the site, and given the Applicant's proposal to detain runoff within the USF system, the project is considered in general conformance with the Flooding Standard.

The Applicant's submittal should include a post-development stormwater inspection and maintenance plan for the proposed USF developed in accordance with and in reference to MaineDEP Chapter 500 guidelines and Chapter 32 of the City of Portland Code of Ordinances.

1. Public Infrastructure and Community Safety Standards

a. Consistency with Master Plans

No comments at this time.

2. Site Design Standards

a. Historic Resources

N/A

b. Exterior Lighting

There are no comments at this time.

c. Signage and Wayfinding

It is noted that there is an existing EcoMaine sign located at the entrance to Blueberry Road. In the revised submittal, please provide background information regarding the existing sign location.

d. Zoning Related Design Standards

N/A

Additional Submittals Required

Please provide existing building square footage calculations in the revised submittal. Note that the Planning Authority may request additional information during the continued review of the proposal according to applicable laws, ordinances and regulations.

Planning Staff Recommendation

Based upon the staff review of the preliminary Level I Site Alteration plan, I recommend that the applicant proceed with submission of a final plan for staff review. Please submit one (1) complete paper set and one (1) digital set of plans and documents to address staff comments. Upon receipt of the revised material, the City of Portland will review the additional plans and information for conformance with applicable ordinances. Please be aware that an application expires within 120 days of the date upon which this written request for additional information was made.

If you have any questions, feel free to contact me at 874-8723 or by email at hcd@portlandmaine.gov.

Sincerely,



Neil Donaldson
Planner