

July 8, 2013

Barbara Barhydt  
Development Review Services Coordinator  
Portland Planning Division  
4<sup>th</sup> Floor, Portland City Hall  
389 Congress Street  
Portland, Maine 04101

Subject: Hillcrest Avenue Improvements and Construction of a Single-Family House  
Level I Minor Residential Application

Dear Barbara,

Gorrill-Palmer Consulting Engineers, Inc. is pleased to submit the attached Level I- Minor Residential Site Plan Application for the construction of a single family house on behalf of our client, Tim Higgins, Higgins Builders (applicant). A corresponding Level I- Site Alteration Application for the construction of a 150 foot section of Hillcrest Avenue to City Standards has also been submitted under separate cover. Mr. Higgins is seeking to extend Hillcrest Avenue by 150 feet in order to provide adequate frontage for the proposed development.

#### Project Description

Access to the lot will be from Hillcrest Avenue. Currently, Hillcrest Avenue at the project location is an unaccepted private street. The applicant proposes to construct approximately 150 feet of Hillcrest Avenue, from the existing paved portion, to City standards in order to provide the necessary frontage along an accepted City Street to construct a single family residence.

#### Zoning

The project is located in the R-3 Residential Zone. Single-family detached dwellings are a permitted use in the R-3. The lot is 12,101 sf. The proposed development meets all applicable frontage and setback requirements of the R-3 zone.

#### Right, Title and Interest

We have enclosed a copy of the Warranty Deed granting the site on which the single family house is proposed to Higgins Builders from Elma E. Marzilli.

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### State and Federal Permits

No State or Federal Permits are required for this proposal.

### Existing and/or Proposed Easements or Other Burdens

No new easements are proposed as part of this project. According to the submitted boundary survey, there are no existing easements or encumbrances on the site on which the single family house is proposed.

### Waivers

The applicant requests a waiver from the requirement that two street trees be planted in the City ROW. Due to site constraints, the applicant proposes planting the two trees inside the property line. The proposed location of the trees has been shown on the enclosed site plan.

### Financial Capacity

We have attached a letter from Kimberly Donnelly, Vice President and Director of Business Banking of Gorham Savings Bank as evidence of financial capacity. Higgins Builders has constructed numerous single-family residential projects in the area and has adequate technical capacity to complete the project.

### Fire Safety

In accordance with NFPA 13D and City of Portland standards, the proposed building will be sprinklered. Access will be from Hillcrest Avenue, which will be constructed to City standards providing adequate width for emergency vehicle access. There is a hydrant located at the corner of Brighton Avenue and Kent Street. The proposed development is not located in Fire Districts 1 or 2.

### Site Plan Standards

The following provides a description of the project according to applicable site plan standards of Section 14-526 of the City of Portland Land Use Code:

- a. Transportation: Hillcrest Avenue will be constructed to City standards with the exception of curbing and sidewalks, and is proposed to connect seamlessly into the existing street and adjacent street network. The applicant submitted a waiver request to the City on April 30, 2013 requesting waivers from the sidewalk and curbing requirement. The waiver was approved by the City as noted in the attached email from Dave Pineo dated May 8, 2013. The proposed development will provide safe access via a single driveway from Hillcrest Avenue. The driveway is proposed

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at 10 feet wide at the property line and is located 78 feet from the nearest adjacent driveway. Two off-street parking spaces meeting applicable dimensional requirements are provided within the attached garage.

- b. **Environmental Quality:** No significant natural features, as defined in Section 14-526 (b) 1 of the Land Use Code would be impacted by the proposed development. Two new street trees are proposed along the property frontage inside the property line. The property will be regraded as shown on the enclosed Grading and Drainage Plan.
- c. **Public Infrastructure and Community Safety:** To the best of our knowledge, no master plans and facilities plans, as listed in Section 15 of the Technical Manual apply to this project. The design and orientation of the house and property provide clear delineation between public and private space. The design includes windows on all four sides of the structure, providing adequate opportunity for surveillance of outside spaces, in accordance with CPTED principles. Adequate access for emergency vehicles is provided via Hillcrest Avenue. The building will be sprinklered in accordance with NFPA 13 D. Water for domestic use and the required sprinkler system will be supplied from the existing water main within Hillcrest Avenue via a 1 ½" connection.
- d. **Site Design Standards:** The site is not located within a designated historic district and will not impact a designated historic landscape. Elevation drawings of the proposed structure are enclosed.

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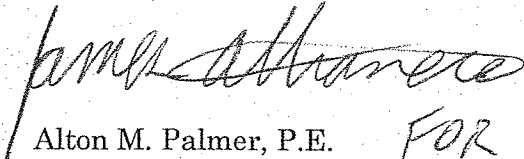
Conclusion

As required by the City of Portland Code of Ordinances, Gorrill-Palmer Consulting Engineers, Inc. submits the enclosed application materials for your review. We look forward to discussing this and any other project-related matters with you.

Please feel free to contact our office with any questions.

Sincerely,

Gorrill-Palmer Consulting Engineers, Inc.



Alton M. Palmer, P.E.  
Senior Vice President

FOR

Enclosure

Copy: Mr. David Margolis-Pineo, Portland DPS  
Mr. Tim Higgins