



Level III – Preliminary and Final Site Plans Development Review Application Portland, Maine

Planning and Urban Development Department
Planning Division

Portland's Planning and Urban Development Department coordinates the development review process for site plan, subdivision and other applications under the City's Land Use Code. Attached is the application form for a Level III: Preliminary or Final Site Plan. Please note that Portland has delegated review from the State of Maine for reviews under the Site Location of Development Act, Chapter 500 Stormwater Permits, and Traffic Movement Permits.

Level III: Site Plan Development includes:

- New structures with a total floor area of 10,000 sq. ft. or more except in Industrial Zones.
- New structures with a total floor area of 20,000 sq. ft. or more in Industrial Zones.
- New temporary or permanent parking area(s) or paving of existing unpaved parking areas for more than 75 vehicles.
- Building addition(s) with a total floor area of 10,000 sq. ft. or more (cumulatively within a 3 year period) except in Industrial Zones.
- Building addition(s) with a total floor area of 20,000 sq. ft. or more in Industrial Zones.
- A change in the use of a total floor area of 20,000 sq. ft. or more in any existing building (cumulatively within a 3 year period).
- Multiple family development (3 or more dwelling units) or the addition of any additional dwelling unit if subject to subdivision review.
- Any new major or minor auto business in the B-2 or B-5 Zone, or the construction of any new major or minor auto business greater than 10,000 sq. ft. of building area in any other permitted zone.
- Correctional prerelease facilities.
- Park improvements: New structures greater than 10,000 sq. ft. and/or facilities encompassing 20,000 sq. ft. or more (excludes rehabilitation or replacement of existing facilities); new nighttime outdoor lighting of sports, athletic or recreation facilities not previously illuminated.
- Land disturbance of 3 acres or more (includes stripping, grading, grubbing, filling or excavation).

Portland's development review process and requirements are outlined in the Land Use Code (Chapter 14) which is available on our website:

Land Use Code: <http://me-portland.civicplus.com/DocumentCenter/Home/View/1080>

Design Manual: <http://me-portland.civicplus.com/DocumentCenter/View/2355>

Technical Manual: <http://me-portland.civicplus.com/DocumentCenter/View/2356>

Planning Division
Fourth Floor, City Hall
389 Congress Street
p.m. (207) 874-8719
planning@portlandmaine.gov

Office Hours
Monday thru Friday
8:00 a.m. – 4:30

PROJECT NAME:

Hotel Redevelopment

PROPOSED DEVELOPMENT ADDRESS:

1210 Brighton Avenue, Portland ME 04102

PROJECT DESCRIPTION:

Modifications to the Approved Plans for the 86 unit Hotel at 1210 Brighton Avenue.

CHART/BLOCK/LOT: 265 / A / 1 & 9

PRELIMINARY PLAN _____ (date)
FINAL PLAN 4/4/17 (date)

CONTACT INFORMATION:

<p>Applicant – must be owner, Lessee or Buyer</p> <p>Name: Kamlesh Patel</p> <p>Business Name, if applicable: Portland Hotels, Inc.</p> <p>Address: 1200 Brighton Avenue</p> <p>City/State : Portland, ME Zip Code: 04102</p>	<p>Applicant Contact Information</p> <p>Work #: 207.807.1127</p> <p>Home #:</p> <p>Cell #: Fax#:</p> <p>e-mail: kopatel@me.com</p>
<p>Owner – (if different from Applicant)</p> <p>Name: Same as Applicant</p> <p>Address:</p> <p>City/State : Zip Code:</p>	<p>Owner Contact Information</p> <p>Work #:</p> <p>Home #:</p> <p>Cell #: Fax#:</p> <p>e-mail:</p>
<p>Agent/ Representative</p> <p>Name: Thomas S. Greer, P.E. Pinkham & Greer, Civil Engineers</p> <p>Address: 28 Vannah Avenue</p> <p>City/State : Portland, ME Zip Code: 04103</p>	<p>Agent/Representative Contact information</p> <p>Work #: 207.781.5242</p> <p>Home #:</p> <p>Cell #: Fax#: 207.781.4245</p> <p>e-mail: tgreer@pinkhamandgreer.com</p>
<p>Billing Information</p> <p>Name: Kamlesh Patel</p> <p>Address: 1200 Birghton Ave</p> <p>City/State : Portland, ME Zip Code: 04102</p>	<p>Billing Contact Information</p> <p>Work #: 207.807.1127</p> <p>Home #:</p> <p>Cell #: Fax#:</p> <p>e-mail: kopatel@me.com</p>

<p>Engineer Pinkham & Greer, Civil Engineers Name: Thomas S. Greer, P.E. Address: 28 Vannah Avenue City/State : Portland, ME Zip Code: 04103</p>	<p>Engineer Contact Information Work #: 207.781.5242 Home #: Cell #: Fax#: 207.781.4245 e-mail: tgreer@pinkhamandgreer.com</p>
<p>Surveyor Name: Owen Haskell, Inc. Address: 390 US Route One, Unit 10 City/State : Falmouth, ME Zip Code: 04105</p>	<p>Surveyor Contact Information Home #: Work #: 207.774.0424 Cell #: Fax#: e-mail:</p>
<p>Architect Archetype Architects Name: David Lloyd Address: 48 Union Wharf City/State : Portland, ME Zip Code: 04101</p>	<p>Architect Contact Information Work #: 207.772.6022 Home #: Cell #: Fax#: 207.772.4056 e-mail: lloyd@archetypepepa.com</p>
<p>Attorney Name: Address: City/State : Zip Code:</p>	<p>Attorney Contact Information Work #: Home #: Cell #: Fax#: e-mail:</p>
<p>Designated person/person(s) for uploading to e-Plan: Name: Rita Sawyer e-mail: rsawyer@pinkhamandgreer.com Name: Thomas Greer e-mail: tgreer@pinkhamandgreer.com Name: e-mail:</p>	

APPLICATION FEES:

<p>Level III Development (check applicable reviews) <input type="checkbox"/> Less than 50,000 sq. ft. (\$750.00) <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>Plan Amendments (check applicable reviews) <input checked="" type="checkbox"/> Planning Staff Review (\$250) <input type="checkbox"/> Planning Board Review (\$500)</p> <hr/> <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 (\$50.00 hour) • Legal Review (\$75.00 hour) <p>Third party review fees are assessed separately. Any outside reviews or analysis requested from the Applicant as part of the development review, are the responsibility of the Applicant and are separate from any application or invoice fees.</p>	<p>Other Reviews (check applicable reviews) <input type="checkbox"/> Traffic Movement (\$1,500) <input type="checkbox"/> Stormwater Quality (\$250) <input type="checkbox"/> Subdivisions (\$500 + \$25/lot) <input type="checkbox"/> # of Lots ___ x \$25/lot = _____ <input type="checkbox"/> Site Location (\$3,500, except for residential projects which shall be \$200/lot) <input type="checkbox"/> # of Lots ___ x \$200/lot = _____ <input type="checkbox"/> Other _____ <input type="checkbox"/> Change of Use <input type="checkbox"/> Flood Plain <input type="checkbox"/> Shoreland <input type="checkbox"/> Design Review <input type="checkbox"/> Housing Replacement <input type="checkbox"/> Historic Preservation</p>
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INSTRUCTIONS FOR ELECTRONIC SUBMISSION:

Please refer to the application checklist (attached) for a detailed list of submission requirements.

1. Fill out the application completely and e-mail the **application only** to planning@portlandmaine.gov (Please be sure to designate a person who will be responsible for uploading documents and drawings.) This step will generate the project ID number for your project.
2. An invoice for the application fee will be e-mailed to you. Payments can be made on-line at [Pay Your Invoice](#), by mail or in person at City Hall, 4th Floor. Please reference the Application Number when submitting your payment which is located in the upper left hand corner of the invoice.
3. The designated person responsible for uploading documents and drawings will receive an email from eplan@portlandmaine.gov with an invitation into the project. At this time, you will upload all corresponding documents and plans into the project. For first time users you will receive a temporary password which you must change on entry. Make note of your username and password for any future projects.

Reminder: Before the project can move forward, the application fee shall be paid in full and all required documents and drawings shall be uploaded into e-plan correctly.

4. Follow the link below (Applying Online Instructions) for step by step instructions on how to do the following:
 Tab 1 - Setting up the appropriate compatibility settings for your PC and getting started in e-plan.
 Tab 2 - Preparing your drawings, documents and photos for uploading using the correct naming conventions
 Tab 3 - Preparing and uploading revised drawings and documents

[Applying Online Instructions](#)

5. When ready, upload your files and documents into the following folders:
 "Application Submittal – Drawings"
 "Application Submittal – Documents"

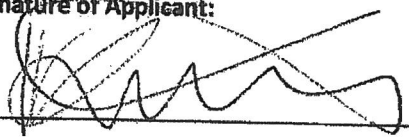
6. Once a preliminary check has been made of the submittal documents and drawings, staff will move them to permanent folders labeled Drawings and Documents. As the process evolves you will be able to log in and see markups, comments and upload revisions as requested into these folders.

APPLICANT SIGNATURE:

By digitally signing the attached document(s), you are signifying your understanding this is a legal document and your electronic signature is considered a *legal signature* per Maine state law.

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: 4/3/17
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PROJECT DATA

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

	Lot A-1 (Hotel)	Lot A-9 (Denny's)	Total
Total Area of Site	Data listed refers to Reconfigured Lots		
	115,501 ± s.f.	28,262 ± s.f.	143,763 s.f.
Proposed Total Disturbed Area of the Site	107,320 ± s.f.	3,550 ± s.f.	120,918 s.f.
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 (Total Existing)	93,655 ± s.f.	24,298 ± s.f.	117,953 ± s.f.
Impervious Area (Total Proposed)	79,148 ± s.f.	20,937 ± s.f.	100,085 ± s.f.
Building Ground Floor Area and Total Floor Area			
Building Footprint (Total Existing)	22,160 ± s.f.	3,665 ± s.f.	25,825 ± s.f.
Building Footprint (Total Proposed)	16,202 ± s.f.	3,665 ± s.f.	19,867 ± s.f.
Building Floor Area (Total Existing)	44,320 ± s.f.	3,500 ± s.f.	47,820 ± s.f.
Building Floor Area (Total Proposed)	56,232 ± s.f.	3,500 ± s.f.	59,732 ± s.f.
Zoning			
Existing	B-4		
Proposed, if applicable	No Change		
Land Use			
Existing	Motel	Restaurant	
Proposed	Hotel	No Change	
Residential, if applicable			
Not Applicable			
# of Residential Units (Total Existing)			
# of Residential Units (Total Proposed)			
# of Lots (Total Proposed)			
# of Affordable Housing Units (Total Proposed)			
Proposed Bedroom Mix			
Not Applicable			
# of Efficiency Units (Total Proposed)			
# of One-Bedroom Units (Total Proposed)			
# of Two-Bedroom Units (Total Proposed)			
# of Three-Bedroom Units (Total Proposed)			
Parking Spaces			
# of Parking Spaces (Total Existing)	114	43	157
# of Parking Spaces (Total Proposed)	115	32	147
# of Handicapped Spaces (Total Proposed)	5	2	7
Bicycle Parking Spaces			
# of Bicycle Spaces (Total Existing)	0	0	0
# of Bicycle Spaces (Total Proposed)	6	0	6
Estimated Cost of Project	\$5,300,000 ±		