

274-H-1

09-79900002

27 Popham St.

Bld. Addition

Boys + Girls Club

add to Spreadsheet



# PORTLAND MAINE

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Planning & Urban Development Department  
Penny St. Louis Littell, Director

Planning Division  
Alexander Jaegerman, Director

June 24, 2009

Stephan Thomas, Architect  
GTG2 architects  
44 Oak Street  
Portland, ME 04101

RE: Sagamore Boys and Girls Club-27 Popham Street

CBL: 274 H001  
Application: #09-79900002

Dear Mr. Thomas:

On June 23, 2009, the Portland Planning Authority approved a minor site plan to construct a branch of the Boys and Girls Club in the Portland Housing Authority's Sagamore Village Housing Project at 27 Popham Street and shown on the approved plan prepared by Stephen Thomas of GTA2 Architects with the following conditions:

*June  
7/20/09*

1. The final site plan shall depict a walkway from the existing driveway to the proposed building, as recommended by Captain Keith Gaudreau in his memo dated 06.18.2009.

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.

Please note the following provisions and requirements for all site plan approvals:

1. The site shall be developed and maintained as depicted in the site plan and 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 the planning authority pursuant to the terms of this article. Any such parcel lawfully altered prior to the enactment date of these revisions shall not be further altered without approval as provided herein. Modification or alteration shall mean and include any deviations from the approved site plan including, but not limited to, topography, vegetation and impervious surfaces shown on the site plan. No action, other than an amendment approved by the planning authority or Planning Board, and field changes approved by the Public Services authority as provided herein, by any authority or department shall authorize any such modification or alteration.
2. The above approvals do not constitute approval of building plans, which must be reviewed and approved by the City of Portland's Inspection Division.



# PORTLAND MAINE

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*Penny St. Louis Littell- Director of Planning and Urban Development  
Marge Schmuckal, Zoning Administrator*

May 29, 2009

TO: Shukria Wiar, Planner

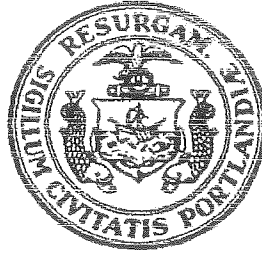
FROM: Marge Schmuckal, Zoning Administrator

RE: Boys and Girls Club in Sagamore Village – 27 Popham Street – R-5 Zone  
PRUD - Application #09-79900002 - #274-H-001

This project is in the R-5 residential Zone. I am considering this new building to be an accessory use like a community center that is very common within PRUDs. The uses include: a homework area, tutoring, and a game room. The project meets all required setbacks. The maximum height is being met. Only 7% of the lot is being covered by structures. Two parking spaces are being met for the new building as required. The application stated that three parking spaces are being provided, but I was not able to see where the third parking space was located.

This project is meeting the required zoning at this time.

# CITY OF PORTLAND WASTEWATER CAPACITY APPLICATION



Department of Public Services,  
55 Portland Street,  
Portland, Maine 04101-2991

Mr. Frank J. Brancely,  
Senior Engineering Technician,  
Phone #: (207) 874-8832,  
Fax #: (207) 874-8852,  
E-mail: fjb@portlandmaine.gov

Date: April 16, 2009

## 1. Please, Submit Utility, Site, and Locus Plans.

Site Address: 23 Popham Steet, Portland, ME 04102

*(Regarding addressing, please contact Leslie Kaynor, either at 756-8346, or at LMK@portlandmaine.gov)*

Chart Block Lot Number: 274-H-1

Proposed Use: Boys & Girls Club

Previous Use: Open Lawn

Si Commercial  
te Industrial *(complete part 4 below)*  
C Governmental  
at Residential  
e Other *(specify)*  
g  
or  
y Residential

Existing Sanitary Flows: 0 GPD

Existing Process Flows: n/a GPD

Description and location of City sewer, at  
proposed building sewer lateral connection:

Purchase Street 150+/- feet north of □

Popham Street

*Clearly, indicate the proposed connection, on the submitted plans.*

## 2. Please, Submit Domestic Wastewater Design Flow Calculations.

Estimated Domestic Wastewater Flow Generated: 405 GPD

Peaking Factor/ Peak Times: 1, because the club will be used only 4 hours/day

Specify the source of design guidelines: *(i.e. "Handbook of Subsurface Wastewater Disposal in Maine," "Plumbers and Pipe Fitters Calculation Manual," Portland Water District Records, Other (specify)* Chapter 5, Table 501.2 of the Maine Subsurface Wastewater Disposal □

Rules 10 CMR 241 (August 1, 2005) □



Note: Please submit calculations showing the derivation of your design flows, either on the following page, in the space provided, or attached, as a separate sheet.

### 3. Please, Submit Contact Information.

Owner/Developer Name: Portland Housing Authority, Mark Adelson  
Owner/Developer Address: 14 Baxter Blvd., Portland, ME 04101  
Phone: (207) 773-4753 Fax: (207) 761-5886 E-mail: madelson@porthouse.org  
Engineering Consultant Name: Pinkham and Greer, Stephen Stearns, P.E.  
Engineering Consultant Address: 380 US Route 1, Falmouth, ME 04105  
Phone: (207) 781-5242 Fax: (207) 781-4245 E-mail: sstearns@pinkhamandgreer.com  
City Planner's Name: Alex Jaegerman Phone: (207) 874-8724

Note: Consultants and Developers should allow +/- 15 days, for capacity status, prior to Planning Board Review.

### 4. Please, Submit Industrial Process Wastewater Flow Calculations

Estimated Industrial Process Wastewater Flows Generated: n/a GPD  
Do you currently hold Federal or State discharge permits? Yes  No   
Is the process wastewater termed categorical under CFR 40? Yes  No   
OSHA Standard Industrial Code (SIC): \_\_\_\_\_  
(<http://www.osha.gov/oshstats/sicscr.html>)  
Peaking Factor/Peak Process Times: \_\_\_\_\_

Note: On the submitted plans, please show the locations, where the building's sanitary, and process water sewer laterals, exit the facility, where they enter the city's sewer, the location of any control manholes, wet wells, or other access points, and the locations of any filters, strainers, or grease traps.

Notes, Comments, or Calculations:

Proposed Use:

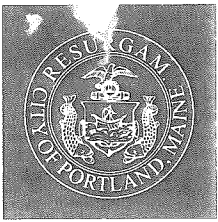
A Boys & Girls Club, Temporary for now using a modular portable classroom   
building with two bathrooms, a kitchen sink and a utility sink for cleaning up arts   
& crafts equipment.

Hours of Operation: Monday - Friday 2:30 PM - 6:30 PM during school year   
Monday - Friday 12:00 PM - 4:00 PM during summer

Kids: 30 - 40 max.

Adult Staff: 3

I consider this use to be similar to the junior high school in Table 501.2 (9 GPD per   
student plus 15 GPD per teacher):  $40 \times 9 + 15 \times 3 = 405$  GPD



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**Planning & Urban Development Department**  
Penny St. Louis Littell, Director

**Planning Division**  
Alexander Jaegerman, Director

June 2, 2009

Mr. Stephen M. Thomas  
GTG2 architects  
44 Oak Street  
Portland, ME 04101

Project: Sagamore Boys and Girls Club-27 Popham Street  
Application: #09-79900002  
CBL: 274 H001

Dear Mr. Thomas:

Thank you for your application for a minor site plan review of 27 Popham Street, which was submitted on May 5, 2009. This letter offers preliminary review comments and identifies additional information needed for your site plan application. According to your application, you are seeking to establish a branch club in the Portland Housing Authority's Sagamore Village Housing Project.

**Planning Shukria Wiar**

- There are two new lighting is being proposed as part of this project, are these the same fixtures as each other. It seems like the one on the northeast corner is a ole fixture and the one on the building is a wall mount. Please explain as to what is actually being proposed; include the height and photometric for each light.
- Where is the closest residential unit to the lighting fixture on the northeast side of the building? The proposed lighting shall be invasive to surrounding residential units.
- The needs to be note on the site plan stating the 'existing drive to be relocated and removed'
- How many parking spaces are there in the existing parking lot; how many of these are used for the existing community center.
- Submit utilities capacity letters.
- Will the electrical service from the existing pole mounted light be under ground?

**Zoning Administrator Marge Schmuckal**

- This project is in the R-5 residential Zone. This new building is considered to be an accessory use like a community center that is very common within PRUDs. The uses include: a homework area, tutoring, and a game room. The project meets all required setbacks. The maximum height is being met. Only 7% of the lot is being covered by

structures. Two parking spaces are being met for the new building as required. The application stated that three parking spaces are being provided, but the site plan does not show where the third parking space was located.

- This project is meeting the required zoning at this time.

**Deputy City Engineer David Margolis-Pineo**

- Since Popham St is a City street we will have to ask for curb and sidewalk along thier frontage of this project. The work will have to be completed by a licensed contractor and meet City standards.

**Traffic Engineer Tom Errico**

- The new driveway proposed for 43/45 Popham Street will not meet city standards for driveway separation. Based upon the low volume and travel speeds on Popham Street, I support a waiver from the standard.
- The existing driveway should be removed.
- I'm not sure a drop-off lane is necessary for this street given the level of traffic volume. I would also note that the separation between the existing driveway to the site and the drop-off does not meet separation standards for a local road, although this condition is somewhat unique. I would support a waiver for this.
- The width of the proposed driveway meets City standards.

**City Arborist Jeff Tarling**

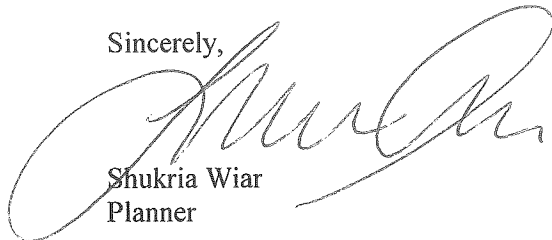
- Jeff Tarling, City Arborist, is conducting the review of the landscape plan and comments will be forwarded to you.

**Fire Prevention Captain Keith Gautreau**

- Captain Gautreau of Fire Prevention is conducting the review of the landscape plan and comments will be forwarded to you.

If you have any questions please do not hesitate to call me on (207) 756-8083 or at [shukriaw@portlandmaine.gov](mailto:shukriaw@portlandmaine.gov).

Sincerely,



Shukria Wiar  
Planner

cc: Barbara Barhydt, Development Review Manager

**Shukria Wiar - Popham Street Status - Accepted**

**From:** William Clark  
**To:** Barbara Barhydt; Shukria Wiar  
**Date:** 5/28/2009 1:40 PM  
**Subject:** Popham Street Status - Accepted  
**CC:** David Margolis-Pineo

Good afternoon,

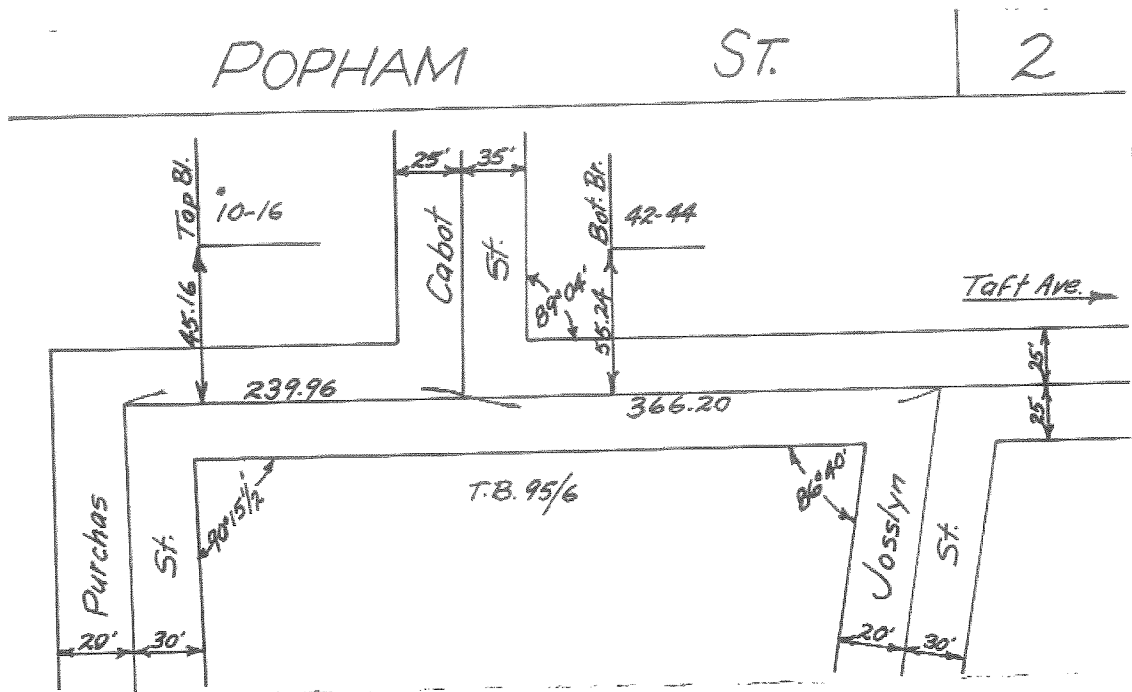
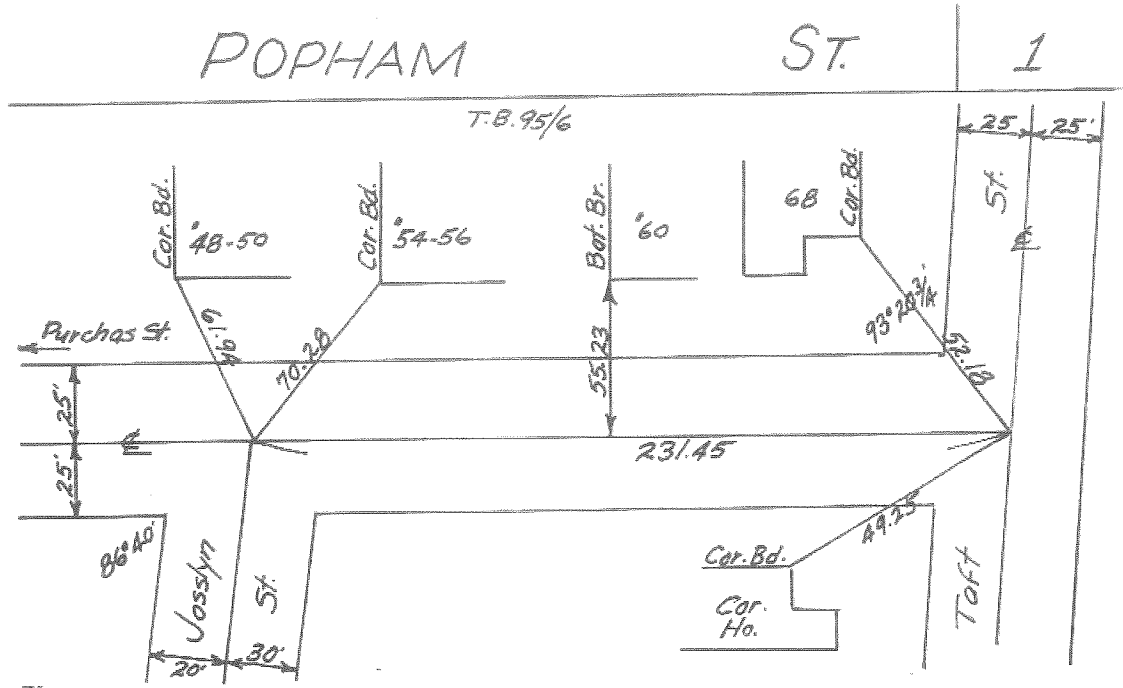
David told me you needed to know the status of Popham Street.

It was accepted by City Council June 7, 1948 for a distance of 858.91 feet easterly from Taft Avenue to the east line of Purchas Street.

The acceptance as well as the survey sketch are below. (need to [View it in HTML](#))

Bill

<p>*****</p> <p>POPHAM STREET</p> <p>Accepted by Order of the City Council passed June 7, 1948. City of Portland Records Volume 69, Page 64.</p> <p>Beginning at a point in the easterly side line of Taft Avenue, said point being distant 402.88 feet, measured along the said easterly side line of Taft Avenue, from its intersection with the northerly side line of Brighton Avenue, thence easterly and making an included angle with the southerly direction of the said easterly side line of Taft Avenue of 93° 20<math>\frac{1}{2}</math>', a distance of 858.91 feet, more or less, to a point and an intersection with the prolongation southerly in a straight line of the easterly side line of Purchas Street, so called.</p> <p>Said street to be fifty (50) feet wide, and to lie wholly on the northerly side of the above described line.</p> <p>*****</p>	<p>POPHAM STREET</p> <p>Laying out.</p> <p>.....</p> <p>Taft Avenue</p> <p>to</p> <p>Purchas Street</p>
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**From:** Stephen Thomas <stephengta2@gmail.com>  
**To:** Shukria <Shukriaw@portlandMAINE.GOV>  
**Date:** 5/22/2009 1:24:07 PM  
**Subject:** Fwd: Boys and Girls Club of maine

*Handwritten note:*  
Driveway 2 x 20'  
single family  
2 units

----- Forwarded message -----

**From:** Stephen Thomas <stephengta2@gmail.com>  
**Date:** Fri, May 22, 2009 at 10:20 AM  
**Subject:** Boys and Girls Club of maine  
**To:** Shukria <Shukriaw@portland.org>

Good morning Shukria.

This note is to address your questions about the parking at the Sagamore Boys and Girls Club.

The parking space WEST of the proposed drop off that is labeled as "relocated parking" serves the existing unit at 43, Popham Street. It will be moved up to make room for the drop off. It will not be used to serve the Boys and Girls Club.

The two spaces required for the Boys and Girls Club will be in the large parking area EAST of the Maintenance Building. Please refer to \*Sheet S1.1\*. The parking lot is located under the "General Notes" paragraph at the corner of Popham and Purchase Streets.

I've attached a portion of the plan that shows the parking.

I hope this helps.

Please feel free to give me a call if you have any other questions.

Sincerely,

Stephen M. Thomas  
GTA2 Architects  
44 Oak Street  
Portland, Maine 04101  
207.771.5461



DEVELOPMENT REVIEW COORDINATOR  
POST APPROVAL PROJECT CHECKLIST

Date: 3/5/10

Project Name: Sagamore Boys & Girls Club

Project Address: 21 Topham Str.

Site Plan ID Number: 09-79900021

Planning Board/Authority Approval Date: 2/4/10

Site Plan Approval Date: 2/4/10

Performance Guarantee Accepted: 3/17/10

Inspection Fee Paid: 7/17/09

Infrastructure Contributions Paid: N/A

Amount of Disturbed Area in SF or Acres: > 1 Acre

MCGP/Chapter 500 Stormwater PBR: > 1 Acre

Plans/CADD Drawings Submitted: 2/20/10

Pre-Construction Meeting: 6/4/10

Conditions of Approval Met: 10/29/10

As-Builts Submitted: N/A

Public Services Sign Off: 10/29/10

Certificate of Occupancy Memo Processed:  
(Temporary or Permanent) 10/29/10

Performance Guarantee to Defect Guarantee: 11/2/10

Defect Guarantee Released: 11/17/11



# PORTLAND MAINE

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Finance Department  
Ellen Sanborn, Director

November 29, 2011

KeyBank National Association  
One Canal Plaza  
Mail Stop: ME-01-CP-0290  
Portland, ME 04101-4035

Re: Performance Guarantee – Portland Housing Authority  
Escrow Account No. 199685001539 dated March 1, 2010

This is to inform you that I am authorizing the release of the above-named letter of credit by \$5,450.00, which now leaves a zero balance. Please find enclosed the original letter of credit for your files.

If you require any further information, please let me know.

Sincerely,

Ellen Sanborn  
Finance Director

ES:mma  
Enclosure

cc: Barbara Barhydt, Development Review Services Manager  
Philip DiPierro, Development Review Coordinator



# PORTLAND, MAINE

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Planning and Urban Development  
Gregory Mitchell, Director

Planning Division  
Alexander Jaegerman, Director

**TO:** Ellen Sanborn, Finance Department  
**FROM:** Alexander Jaegerman, Planning Division Director  
**DATE:** November 17, 2011  
**SUBJECT:** Request for Release of Defect Guarantee  
Sagamore Boys and Girls Club, 27 Popham Street  
(ID# 09-79900021                      Lead CBL #274 H 001001)

Please release the defect guarantee Bank Held Escrow, account # 199685001539 for the Sagamore Boys and Girls Club Project located at 27 Popham Street.

Remaining Balance      \$5,450.00

Approved:

  
\_\_\_\_\_  
Alexander Jaegerman  
Planning Division Director

cc: Barbara Barhydt, Development Review Services Manager  
Philip DiPierro, Development Review Coordinator

389 Congress Street, Portland, Maine 04101-3509      Ph (207)874-8721 or 874-8719      Fx 756-8258      TTY 874-8936

Memorandum  
Department of Planning and Urban Development  
Planning Division



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**TO:** Ellen Sanborn, Finance Director  
**FROM:** Alexander Jaegerman, Planning Division Director  
**DATE:** November 2, 2010  
**RE:** Request for Reduction of Performance Guarantee to Defect Guarantee

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**Project Name:** SAGAMORE BOYS & GIRLS CLUB      **PROJECT ID:** 09-79900021  
**Project Address:** 27 POPHAM STREET              **CBL:** 274-H-001001  
**Applicant:** PORTLAND HOUSING AUTHORITY

Please reduce the Performance Guarantee #2009-79900002 for the SAGAMORE BOYS & GIRLS CLUB, at 27 POPHAM STREET to the Defect Guarantee.

Original Amount      **\$54,500.00**

**This Reduction      \$49,050.00**

Remaining Balance **\$5,450.00**

This is the reduction to a **one year defect guarantee** for this project.

**Approved:**   
Alexander Jaegerman  
Planning Division Director

cc: Barbara Barhydt, Development Review Services Manager  
Philip DiPierro, Development Review Coordinator

**Memorandum**  
Department of Planning and Urban Development  
Planning Division

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TO: Inspections Department

FROM: Philip DiPierro, Development Review Coordinator

DATE: October 29, 2010

RE: C. of O. for # 27 Popham Street, Sagamore Boys & Girls Club  
(Id#09-79900002) (CBL 274 H 001001)

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After visiting the site, I have the following comments:

Site work complete:

At this time, **I recommend issuing a Permanent Certificate of Occupancy.**

Cc: Inspection Services Manager  
File: Barbara Barhydt, Development Review Services Manager  
File: Urban Insight

**Philip DiPierro - Re: SET TIME 10 a.m certificate of Occupancy/Final Scheduled.  
Property Addr: 1 JOSSLYN ST Parcel ID: 274 H001001 Dist: 3**

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**From:** Lannie Dobson  
**To:** Philip DiPierro  
**Date:** 10/14/2010 12:28 PM  
**Subject:** Re: SET TIME 10 a.m certificate of Occupancy/Final Scheduled. Property Addr: 1 JOSSLYN ST  
Parcel ID: 274 H001001 Dist: 3

---

Yes, sort of the boys and girls club. It comes up in our system as 1 Josslyn but encompasses

JOSSLYN ST 1-55  
POPHAM ST 11-39  
GODFREY ST 2-42  
PURCHAS 2-54

>>> Philip DiPierro 10/14/2010 12:04 PM >>>  
Hi Lannie, Is this for the expansion to 27 Popham Street?

Thanks.

Phil

>>> Lannie Dobson 10/14/2010 10:10 AM >>>  
**Date: 10/19/2010 Time: 10:00:00 AM**

Note: Would like 10 a.m. 557-3631 bob Property Addr: 1 JOSSLYN ST Parcel ID: 274 H001001

Application Type: Prmt  
Application ID: 100564

Contact:  
Phone1: Phone2:

Owner Name: PORTLAND HOUSING AUTHORITY  
Owner Addr: 14 BAXTER BLVD  
PORTLAND, ME 04101





# PORTLAND MAINE

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**Planning & Urban Development Department**  
Penny St. Louis Littell, Director

**Planning Division**  
Alexander Jaegerman, Director

**FEBRUARY 9, 2010**

**Project Name:** Popham Street - 21; Boys And Girls Branch Club; Portland Housing Authority, Applicant.  
**Project ID:** 09-79900021  
**Project Address:** 21 POPHAM STREET  
**Planner:** Shukria Wiar

Dear Applicant:

On February 4, 2010, the Portland Planning Authority approved a minor site plan for an addition for the Boys and Girls Branch Club on the existing Sagamore Community center building at 21 Popham Street as submitted by the Steve Thomas and shown on the approved plan prepared by GTA2 Architects with a revision date of 02.02.2010 with the following conditions:

1. The final site plans shall illustrate the full layout of the parking lot prior to the issuance of a building permit.
2. The final site plans and the survey plan shall be signed and stamped by a licensed engineer and surveyor, respectively, prior to the issuance of a building permit.

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. The site shall be developed and maintained as depicted in the site plan and 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 the Planning Authority pursuant to the terms of Chapter 14 of the Portland City Code.
2. This approval does not constitute approval of building plans, which must be reviewed and approved by the City of Portland's Inspection Division.

3. Final sets of plans shall be submitted digitally to the Planning Division, on a CD or DVD, in AutoCAD format (\*.dwg), release AutoCAD 2005 or greater.
4. A performance guarantee covering the site improvements as well as an 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 Dept. prior to the release of the subdivision plat for recording at the Registry of Deeds or 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 subdivision or site plan application for staff review and approval.
5. The site plan approval will be deemed to have expired unless work in the development has commenced within one (1) year of the approval or within a time period agreed upon in writing by the City and the applicant. Requests to extend approvals must be received before the expiration date.
6. A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
7. Prior to construction, a pre-construction meeting shall be held at the project site 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 site/building contractor shall provide three (3) copies of a detailed construction schedule to the attending City representatives. It shall be the contractor's responsibility to arrange a mutually agreeable time for the pre-construction meeting.
8. If work will occur within the public right-of-way such as utilities, curb, sidewalk and driveway construction, a street opening permit(s) is required for your site. Please contact Carol Merritt at 874-8300, ext. 8828. (Only excavators licensed by the City of Portland are eligible.)

The Development Review Coordinator must be notified five (5) working days prior to 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 you have any questions, please contact Shukria Wiar at 756-8083 or [shukriaw@portlandmaine.gov](mailto:shukriaw@portlandmaine.gov)

Sincerely,



Alexander Q. Jaegerman  
Planning Division Director

Attachments:

1. Performance Guarantee Packet

---

**Electronic Distribution:**

Penny St. Louis Littell, 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

Marge Schmuckal, Zoning Administrator

Tammy Munson, Inspections Division

Gayle Guertin, Inspections Division

Lannie Dobson, Inspections Division

Michael Bobinsky, Public Services Director

Kathi Earley, Public Services

Bill Clark, Public Services

David Margolis-Pineo, Deputy City Engineer

Greg Vining, Public Services

John Low, Public Services

Jane Ward, Public Services

Keith Gautreau, Fire

Jeff Tarling, City Arborist

Tom Errico, Wilbur Smith Consulting Engineers

Dan Goyette, Woodard & Curran

Assessor's Office

Approval Letter File

**Hard Copy:** Project File

# PORTLAND HOUSING AUTHORITY

14 BAXTER BOULEVARD, PORTLAND, ME 04101-1822

[www.porthouse.org](http://www.porthouse.org)

## COMMISSIONERS

Maryann Carroll, Chairperson  
Clifford Ginn, Vice Chairperson  
Tom Valteau, Commissioner  
Kathryn Durgerian, Commissioner  
Shirley Peterson, Commissioner  
Robyn Tucker, Commissioner  
Faith McLean, Commissioner

**Mark B. Adelson**  
Acting Executive Director

March 3, 2010

Shukria Wiar, Planner  
Planning Division  
City Hall  
389 Congress Street  
Portland, Maine 04102

Re: Sagamore Village Boys and Girls Club (#09-79900021)

Dear Shukria,

Per your request, please find enclosed three items needed for the Sagamore Village Boys and Girls Club site plan approval.

- Performance guarantee in the form of an escrow account at Key Bank. The amount may be larger than needed. This is because we updated our existing escrow letter from the original site plan in July 2009, and didn't bother reducing the amount.
- Site improvements cost estimate as determined by the architect and contractor (\$47,540).
- Site plan inspection fee. I've enclosed the City's receipt for \$1,090 the amount PHA paid on July 17, 2009 for the original site plan. This amount was not refunded when the original site plan was put on hold. Please let me know if it is adequate to cover the amount of the new fee.

Please don't hesitate to contact me if you have questions in regard to these items.

Sincerely,



Mark B. Adelson  
Executive Director



**SUBDIVISION/SITE DEVELOPMENT**  
**Cost Estimate of Improvements to be covered by Performance Guarantee**

Date: March 3, 2010

Name of Project: Boys and Girls Club - Sagamore Village  
 Address/Location: 21 Popham Street  
 Application ID #: 09-79900021  
 Developer: Portland Housing Authority  
 Form of Performance Guarantee: Key Bank Letter  
 Type of Development: Subdivision NA Site Plan (Major/Minor) minor

**TO BE FILLED OUT BY THE APPLICANT:**

Item	PUBLIC			PRIVATE		
	Quantity	Unit Cost	Subtotal	Quantity	Unit Cost	Subtotal
1. STREET/SIDEWALK						
Road/Parking Areas				<u>3,500 SF</u>	<u>7.00</u>	<u>24,500.</u>
Curbing						
Sidewalks				<u>1,318 SF</u>	<u>2.79</u>	<u>3,677.</u>
Esplanades						
Monuments						
Street Lighting						
Street Opening Repairs	<u>100 SF</u>	<u>34.00</u>	<u>3,400</u>			
Other						
2. EARTH WORK						
Cut						
Fill				<u>305 CY</u>	<u>30.</u>	<u>9,150.</u>
3. SANITARY SEWER						
Manholes						
Piping						
Connections						
Main Line Piping						
House Sewer Service Piping						
Pump Stations						
Other						
4. WATER MAINS				<u>98 LF</u>	<u>7.88</u>	<u>772.</u>
5. STORM DRAINAGE						
Manholes						
Catchbasins						
Piping						
Detention Basin						
Stormwater Quality Units						
Other						

6. SITE LIGHTING	_____	_____	_____	_____	_____
7. EROSION CONTROL	_____	_____	_____	_____	_____
Silt Fence	_____	_____	_____	241 LF	2.50 603.
Check Dams	_____	_____	_____	_____	_____
Pipe Inlet/Outlet Protection	_____	_____	_____	_____	_____
Level Lip Spreader	_____	_____	_____	_____	_____
Slope Stabilization	_____	_____	_____	_____	_____
Geotextile	_____	_____	_____	_____	_____
Hay Bale Barriers	_____	_____	_____	86 LF	2.25 194.
Catch Basin Inlet Protection	_____	_____	_____	_____	_____
8. RECREATION AND OPEN SPACE AMENITIES	_____	_____	_____	_____	_____
9. LANDSCAPING (Attach breakdown of plant materials, quantities, and unit costs)	_____	_____	_____	_____	4,118.
				Finish Grade 432.55y 4.30	1,860
				Loam + seed	
				shrubs 23 76.	1,748
				Trees 3 170.	510
10. MISCELLANEOUS	_____	_____	_____	495.00	1.77 1,126.
TOTAL:	\$ 3,400.			Pavement Removal + Striping	\$ 44,140
GRAND TOTAL:				\$ 47,540	

INSPECTION FEE (to be filled out by the City)

total \$ 47,540  
OK 3/17/10

	PUBLIC	PRIVATE	TOTAL
A: 2.0% of totals:	_____	_____	_____
or			
B: Alternative Assessment:	_____	_____	_____
Assessed by:	<u>[Signature]</u> (name)	<u>[Signature]</u> (name)	3/17/10





GENERAL RECEIPT

# CITY OF PORTLAND, MAINE

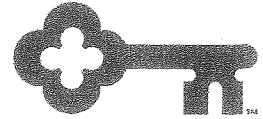
DEPARTMENT Planning and Development DATE 7/17/09

RECEIVED FROM Portland Housing Authority  
ADDRESS

21 Popham

UNIT	ITEM	REVENUE CODE	DOLLAR AMOUNT
	site plan inspection fee # 09-79900002		1090.00
	# 058166		
<input type="checkbox"/> CASH <input checked="" type="checkbox"/> CHECK <input type="checkbox"/> OTHER		TOTAL	\$ 1090.00

RECEIVED BY CDH



3. the Developer has failed to notify the City for inspections.

In the event of the Bank's dishonor of the City of Portland's sight draft, the Bank shall inform the City of Portland in writing of the reason or reasons thereof within three (3) business days of the dishonor.

After all underground work has been completed and inspected to the satisfaction of the Department of Public Works and Planning, including but not limited to sanitary sewers, storm drains, catch basins, manholes, electrical conduits, and other required improvements constructed chiefly below grade, the City of Portland Director of Planning and Development or its Director of Finance as provided in Chapter 14 §501 of the Portland Code of Ordinances, may authorize the Key Bank, by written certification, to reduce the available amount of the escrowed money by a specified amount.

This performance guarantee will automatically expire on April 16, 2011 ("Expiration Date") or on the date when the City determines that all improvements guaranteed by this Escrow Account are satisfactorily completed, whichever is later. It is a condition of this agreement that it is deemed to be automatically extended without amendment for period(s) of one year each from the current Expiration Date hereof, or any future Expiration Date, unless within thirty (30) days prior to any expiration, the Bank notifies the City by certified mail (restricted delivery to Ellen Sanborn, Director of Finance, City of Portland, 389 Congress Street, Portland, Maine 04101) that the Bank elects not to consider the Escrow Account renewed for any such additional period.

In the event of such notice, the City, in its sole discretion, may draw against the Escrow Account by presentation of a sight draft drawn on the Bank and a statement purportedly signed by the Director of Planning and Development, at Bank's offices located at One Canal Plaza, Portland, Maine:

this drawing results from notification that the Bank has elected not to renew its Escrow Account, No. 199685001539.

On its Expiration Date or on the date the City determines that all improvements guaranteed by this Escrow Account are satisfactorily completed, this Performance Guarantee shall be reduced by the City to ten (10) percent of its original amount and shall automatically convert to an Irrevocable Defect Guarantee. Written notice of such reduction shall be forwarded by the City to the Bank. The Defect Guarantee shall ensure the workmanship and durability of all materials used in the construction of the site plan approval, dated 02/04/10 as required by City Code §14-501, 525 and shall automatically expire one (1) year from the date of its creation ("Termination Date").

The City, through its Director of Planning and Development and in his/her sole discretion, may draw on the Defect Guarantee by presentation of a sight draft at

DEVELOPMENT REVIEW COORDINATOR  
POST APPROVAL PROJECT CHECKLIST

Date: 7/17/09

Project Name: Sagamore Boys & Girls Club

Project Address: 27 Popnam Str.

Site Plan ID Number: 09-79900002

Planning Board/Authority Approval Date: 6/23/09

Site Plan Approval Date: 6/23/09

Performance Guarantee Accepted: 7/17/09

Inspection Fee Paid: 7/17/09

Infrastructure Contributions Paid: N/A

Amount of Disturbed Area in SF or Acres: \_\_\_\_\_

MCGP/Chapter 500 Stormwater PBR: \_\_\_\_\_

Plans/CADD Drawings Submitted: \_\_\_\_\_

Pre-Construction Meeting: 7/23/09

Conditions of Approval Met: \_\_\_\_\_

As-Builts Submitted: \_\_\_\_\_

Public Services Sign Off: \_\_\_\_\_

Certificate of Occupancy Memo Processed:  
(Temporary or Permanent) \_\_\_\_\_

Performance Guarantee to Defect Guarantee: \_\_\_\_\_

Defect Guarantee Released: \_\_\_\_\_

3. Final set of approved plans and final 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.
4. A performance guarantee covering the site improvements as well as an 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 Dept. prior to the release of the subdivision plat for recording at the Registry of Deeds or 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 subdivision or site plan application for staff review and approval.
5. The site plan approval will be deemed to have expired unless work in the development has commenced within one (1) year of the approval or within a time period agreed upon in writing by the City and the applicant. Requests to extend approvals must be received before the expiration date.
6. A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
7. Prior to construction, a pre-construction meeting shall be held at the project site 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 site/building contractor shall provide three (3) copies of a detailed construction schedule to the attending City representatives. It shall be the contractor's responsibility to arrange a mutually agreeable time for the pre-construction meeting.
8. If work will occur within the public right-of-way such as utilities, curb, sidewalk and driveway construction, a street opening permit(s) is required for your site. Please contact Carol Merritt at 874-8300, ext. 8828. (Only excavators licensed by the City of Portland are eligible.)

done  
7/20/09

The Development Review Coordinator must be notified five (5) working days prior to date required for final site inspection. The Development Review Coordinator can be reached at the Planning Division at 874-8632. Please make allowances for completion of site plan requirements determined to be incomplete or defective during the inspection. This is essential as 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 756-8083 or [shukriaw@portlandmaine.org](mailto:shukriaw@portlandmaine.org).

Sincerely,



Alexander Jaegerman  
Planning Division Director

Attachments:

1. Captain Keith Gaudreau memo
2. Performance Guarantee Packet

**Electronic Distribution:**

Penny St. Louis Littell, 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  
Marge Schmuckal, Zoning Administrator  
Tammy Munson, Inspections Division Director  
Gayle Guertin, Inspections Division  
Lisa Danforth, Inspections Division  
Lannie Dobson, Inspections Division  
Michael Bobinsky, Public Services Director  
Kathi Earley, Public Services  
Bill Clark, Public Services  
David Margolis-Pineo, Deputy City Engineer  
Todd Merkle, Public Services  
Greg Vining, Public Services  
John Low, Public Services  
Jane Ward, Public Services  
Keith Gautreau, Fire  
Jeff Tarling, City Arborist  
Tom Errico, Wilbur Smith Consulting Engineers  
Dan Goyette, Woodard & Curran  
Assessor's Office  
Approval Letter File  
**Hard Copy:** Project File

**Fire Prevention Captain Keith Gautreau**

06/18/09: Spoke with Steve Thomas and I will be requiring a 6' wide walkway from the existing driveway to the paved area next to the structure. This will enable us to gain access to structure with stretchers and fire suppression activities. Keith G.





6. SITE LIGHTING	_____	_____	_____	_____	_____
7. EROSION CONTROL	_____	_____	_____	_____	663
Silt Fence	_____	_____	_____	265 LF	2.50 636
Check Dams	_____	_____	_____	_____	_____
Pipe Inlet/Outlet Protection	_____	_____	_____	_____	_____
Level Lip Spreader	_____	_____	_____	_____	_____
Slope Stabilization	_____	_____	_____	_____	_____
Geotextile	_____	_____	_____	_____	_____
Hay Bale Barriers	_____	_____	_____	_____	_____
Catch Basin Inlet Protection	_____	_____	_____	_____	_____
8. RECREATION AND OPEN SPACE AMENITIES	_____	_____	_____	_____	_____
9. LANDSCAPING (Attach breakdown of plant materials, quantities, and unit costs) includes retaining wall	_____	_____	_____	Lump Sum	14,309
10. MISCELLANEOUS	_____	_____	_____	_____	15,645
TOTAL:	_____	3,400	_____	_____	51,100
GRAND TOTAL:	_____	_____	_____	_____	_____

Total 54,500  
 OK 7/14/09

INSPECTION FEE (to be filled out by the City)

	PUBLIC	PRIVATE	TOTAL
A: 2.0% of totals:	\$68	\$1022	\$1090.00
or			
B: Alternative Assessment:	_____	_____	_____
Assessed by:	<u>[Signature]</u> (name)	<u>[Signature]</u> (name)	7/14/09

gta2 architects

gta.2

44 oak street

portland, maine 04101

Ms. Shukria Wiar, Planner  
Planning Department  
Portland City Hall  
389 congress Street  
Portland, Maine 04101

**BOYS and GIRLS CLUB of MAINE**  
**SAGAMORE VILLAGE BRANCH**  
**FINAL PLANS**

gta

June 24, 2009

Stephan Thomas, Architect  
GTG2 Architects  
44 Oak Street  
Portland, ME 04101

RE: Sagamore Boys and Girls Club-27 Popham Street

CBL: 274 H001  
Application: #09-79900002

Dear Mr. Thomas:

On June 23, 2009, the Portland Planning Authority approved a minor site plan to construct a branch of the Boys and Girls Club in the Portland Housing Authority's Sagamore Village Housing Project at 27 Popham Street and shown on the approved plan prepared by Stephen Thomas of GTA2 Architects with the following conditions:

1. The final site plan shall depict a walkway from the existing driveway to the proposed building, as recommended by Captain Keith Gaudreau in his memo dated 06.18.2009.

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.

Please note the following provisions and requirements for all site plan approvals:

1. The site shall be developed and maintained as depicted in the site plan and 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 the planning authority pursuant to the terms of this article. Any such parcel lawfully altered prior to the enactment date of these revisions shall not be further altered without approval as provided herein. Modification or alteration shall mean and include any deviations from the approved site plan including, but not limited to, topography, vegetation and impervious surfaces shown on the site plan. No action, other than an amendment approved by the planning authority or Planning Board, and field changes approved by the Public Services authority as provided herein, by any authority or department shall authorize any such modification or alteration.
2. The above approvals do not constitute approval of building plans, which must be reviewed and approved by the City of Portland's Inspection Division.

3. Final set of approved plans and final 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.
4. A performance guarantee covering the site improvements as well as an 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 Dept. prior to the release of the subdivision plat for recording at the Registry of Deeds or 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 subdivision or site plan application for staff review and approval.
5. The site plan approval will be deemed to have expired unless work in the development has commenced within one (1) year of the approval or within a time period agreed upon in writing by the City and the applicant. Requests to extend approvals must be received before the expiration date.
6. A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
7. Prior to construction, a pre-construction meeting shall be held at the project site 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 site/building contractor shall provide three (3) copies of a detailed construction schedule to the attending City representatives. It shall be the contractor's responsibility to arrange a mutually agreeable time for the pre-construction meeting.
8. If work will occur within the public right-of-way such as utilities, curb, sidewalk and driveway construction, a street opening permit(s) is required for your site. Please contact Carol Merritt at 874-8300, ext. 8828. (Only excavators licensed by the City of Portland are eligible.)

The Development Review Coordinator must be notified five (5) working days prior to date required for final site inspection. The Development Review Coordinator can be reached at the Planning Division at 874-8632. Please make allowances for completion of site plan requirements determined to be incomplete or defective during the inspection. This is essential as 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 756-8083 or [shukriaw@portlandmaine.org](mailto:shukriaw@portlandmaine.org).

Sincerely,

Alexander Jaegerman  
Planning Division Director

Attachments:

1. Captain Keith Gaudreau memo
2. Performance Guarantee Packet

**Electronic Distribution:**

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Kathi Earley, Public Services  
Bill Clark, Public Services  
David Margolis-Pineo, Deputy City Engineer  
Todd Merkle, Public Services  
Greg Vining, Public Services  
John Low, Public Services  
Jane Ward, Public Services  
Keith Gautreau, Fire  
Jeff Tarling, City Arborist  
Tom Errico, Wilbur Smith Consulting Engineers  
Dan Goyette, Woodard & Curran  
Assessor's Office  
Approval Letter File  
**Hard Copy:** Project File

**Fire Prevention Captain Keith Gautreau**

06/18/09: Spoke with Steve Thomas and I will be requiring a 6' wide walkway from the existing driveway to the paved area next to the structure. This will enable us to gain access to structure with stretchers and fire suppression activities. Keith G.

City of Portland  
Development Review Application  
Planning Division Transmittal form

**Application Number:** 09-79900002      **Application Date:**

**Project Name:** SAGAMORE BOYS & GIRLS

**Address:** CBL: 274 - H-001-001

**Project Description:** Boys and Girls Club- Sagamore- Minor Site Plan; 27 Popham Street;  
Portland Housing Authority, Applicant

**Zoning:** R-5

**Other Reviews Required:**

**Review Type:** MINOR SITE PLAN

**Distribution List:**

<input checked="" type="checkbox"/> Planner	Shukria Wiar	<input checked="" type="checkbox"/> City Arborist	Jeff Tarling
<input checked="" type="checkbox"/> Zoning Administrator	Marge Schmuckal	<input checked="" type="checkbox"/> Design Review	Alex Jaegerman
<input checked="" type="checkbox"/> Traffic	Tom Errico	<input checked="" type="checkbox"/> Corporation Counsel	Danielle West-Chuhta
<input checked="" type="checkbox"/> Inspections	Tammy Munson	<input checked="" type="checkbox"/> Sanitary Sewer	John Emerson
<input checked="" type="checkbox"/> Fire Department	Keith Gautreau	<input checked="" type="checkbox"/> Stormwater	Dan Goyette
<input checked="" type="checkbox"/> Parking	John Peverada	<input checked="" type="checkbox"/> Historic Preservation	Deb Andrews
<input checked="" type="checkbox"/> City Engineer	Dave Margolis	<input type="checkbox"/> Outside Agency	
<input checked="" type="checkbox"/> DRC Coordinator	Phil DiPierro		

**Preliminary Comments needed by:** Wednesday, May 20th

**Final Comments needed by:**



# Site Plan Checklist

Portland, Maine

Department of Planning and Urban Development, Planning Division and Planning Board

Sageamore Bays + Girls

09-749 00002

**Project Name, Address of Project**

**Application Number**

(The form is to be completed by the Applicant or Designated Representative)

Check Submitted	Required Information	Section 14-525 (b,c)
Applicant		
Staff		
<input type="checkbox"/>	Standard boundary survey (stamped by a registered surveyor, at a scale of not less than 1 inch to 100 feet and including:	1
<input checked="" type="checkbox"/>	Name and address of applicant and name of proposed development	a
<input checked="" type="checkbox"/>	* Scale and north points	b
<input checked="" type="checkbox"/>	* Boundaries of the site	c
<input checked="" type="checkbox"/>	* Total land area of site	d
<input checked="" type="checkbox"/>	* Topography - existing and proposed (2 feet intervals or less)	e
<input type="checkbox"/>	Plans based on the boundary survey including:	2
<input checked="" type="checkbox"/>	* Existing soil conditions	a
<input checked="" type="checkbox"/>	* Location of water courses, wetlands, marshes, rock outcroppings and wooded areas	b
<input checked="" type="checkbox"/>	* Location, ground floor area and grade elevations of building and other structures existing and proposed, elevation drawings of exterior facades, and materials to be used	c
<input checked="" type="checkbox"/>	* Approx location of buildings or other structures on parcels abutting the site and a zoning summary of applicable dimensional standards (example page 11 of packet)	d
<input checked="" type="checkbox"/>	* Location of on-site waste receptacles	e
<input checked="" type="checkbox"/>	* Public utilities	e
<input checked="" type="checkbox"/>	* Water and sewer mains	e
<input checked="" type="checkbox"/>	* Culverts, drains, existing and proposed, showing size and directions of flows	e
<input checked="" type="checkbox"/>	* Location and dimensions, and ownership of easements, public or private rights-of-way, both existing and proposed	f
<input checked="" type="checkbox"/>	* Location and dimensions of on-site pedestrian and vehicular access ways	g
<input checked="" type="checkbox"/>	* Parking areas	g
<input checked="" type="checkbox"/>	* Loading facilities	g
<input checked="" type="checkbox"/>	* Design of ingress and egress of vehicles to and from the site onto public streets	g
<input checked="" type="checkbox"/>	* Curb and sidewalks	g
<input checked="" type="checkbox"/>	Landscape plan showing:	h
<input checked="" type="checkbox"/>	* Location of existing vegetation and proposed vegetation	h
<input checked="" type="checkbox"/>	* Type of vegetation	h
<input checked="" type="checkbox"/>	* Quantity of plantings	h
<input checked="" type="checkbox"/>	* Size of proposed landscaping	h
<input checked="" type="checkbox"/>	* Existing areas to be preserved	h
<input checked="" type="checkbox"/>	* Preservation measures to be employed	h
<input checked="" type="checkbox"/>	* Details of planting and preservation specifications	h
<input checked="" type="checkbox"/>	* Location and dimensions of all fencing and screening	i
<input checked="" type="checkbox"/>	Location and intensity of outdoor lighting system	j
<input checked="" type="checkbox"/>	Location of fire hydrants, existing and proposed (refer to Fire Department checklist - page 11)	k
<input checked="" type="checkbox"/>	Written statements to include:	c
<input checked="" type="checkbox"/>	* Description of proposed uses to be located on site	cl
<input checked="" type="checkbox"/>	* Quantity and type of residential, if any	cl
<input checked="" type="checkbox"/>	* Total land area of the site	c2
<input checked="" type="checkbox"/>	* Total floor area, total disturbed area and ground coverage of each proposed Building and structure	c2
<input checked="" type="checkbox"/>	* General summary of existing and proposed easements or other burdens	c3
<input checked="" type="checkbox"/>	* Type, quantity and method of handling solid waste disposal	c4
<input checked="" type="checkbox"/>	* Applicant's evaluation or evidence of availability of off-site public facilities, including sewer, water and streets (refer to the wastewater capacity application - page 12)	c5
<input checked="" type="checkbox"/>	* Description of existing surface drainage and a proposed stormwater management plan or description of measures to control surface runoff.	c6

_____	_____	* An estimate of the time period required for completion of the development	7
_____	_____	* A list of all state and federal regulatory approvals to which the development may be subject to. the status of any pending applications, anticipated timeframe for obtaining such permits, or letters of non-jurisdiction.	8
_____	_____	* Evidence of financial and technical capability to undertake and complete the development including a letter from a responsible financial institution stating that it has reviewed the planned development and would seriously consider financing it when approved.	
_____	_____	* Evidence of applicant's right title or interest, including deeds, leases, purchase options or other documentation.	
_____	_____	* A description of any unusual natural areas, wildlife and fisheries habitats, or archaeological sites located on or near the site.	
_____	_____	A jpeg or pdf of the proposed site plan, if available.	
_____	_____	Final sets of the approved plans shall be submitted digitally to the Planning Division, on a CD or DVD, in AutoCAD format (*.dwg), release AutoCAD 2005 or greater.	

Note: Depending on the size and scope of the proposed development, the Planning Board or Planning Authority may request additional information, including (but not limited to):

- |   |   |
|---|---|
| - drainage patterns and facilities                                  | - an environmental impact study                           |
| - erosion and sedimentation controls to be used during construction | - a sun shadow study                                      |
| - a parking and/or traffic study                                    | - a study of particulates and any other noxious emissions |
| - a wind impact analysis  | - a noise study   |

44 oak street  
portland, me 04101  
207.771.5461



May 5, 2009

Barbara Barhydt  
Development Review Services Manager  
Planning Division  
City of Portland, Maine  
389 Congress Street  
Portland, Maine 04101

Re: Boys and Girls Club- Sagamore Village Branch

Dear Ms. Barhydt,

The Boys and Girls Club of Maine is proposing to establish a branch club in the Portland Housing Authority's Sagamore Village Housing Project.

It will be located near the present community building off Popham Street in two modular classrooms which will be modified to accommodate the needs of a Boys and Girls Club facility.

The structure is proposed to be temporary until the membership grows to a number that would justify a permanent structure.

Attached please find the following:

1. A copy of the deed for the property owned by the Portland Housing Authority.
2. A survey prepared by a registered surveyor locating the building in reference to the City's GIS base. This is in lieu of a full survey of the site as per our discussion regarding the small size of the project.  
We have included a drawing that shows the meets and bounds as stated in the deed.
3. Plans based on the survey and containing the information in the plan checklist.
4. Copy of a completed checklist.
5. Seven copies of:
  - a. The application
  - b. Plans-
    - Survey with topo
    - S1.1 Layout Plan
    - S1.2 Site plan and Planting Plan
    - S1.3 Utility Plan
    - A1 Floor plan and Elevations]
    - F1 Fire Department Checklist Drawing and Information
  - c. Zoning summary,

- d. Fire Department Checklist
  - e. Letters of financial viability
  - f. Exterior light fixture spec sheet
  - g. Copy of the City of Portland's Wastewater Application
  - h. Copy of an email from the Portland Water District indicating adequate water is available on site.
6. One copy of the plans reduced to 11"x 17"
  7. I will email you a PDF copy of the plans

Please don't hesitate to call if you have any questions or need additional information.

Sincerely,



Stephen M. Thomas  
GTA2 Architects  
44 Oak Street  
Portland, Maine 04101  
207.771.5461



**Development Review Application**  
**Portland, Maine**  
 Department of Planning and Development, Planning Division and Planning Board

Address of Proposed Development: <b>27 POPHAM STREET</b>	
Zone:	<b>R-5</b>
Project Name:	<b>SAGAMORE VILLAGE BRANCH OF THE BOYS AND GIRLS CLUB OF MAINE</b>
Existing Building Size:	<b>N/A</b> sq. ft.
Proposed Building Size:	<b>1500 SF</b> sq. ft.
Existing Acreage of Site:	<b>29.384 ACRES</b> <b>1,277,343.9 SF</b> sq. ft.
Proposed Acreage of Site:	<b>NO CHANGE</b> sq. ft.
Proposed Total Disturbed Area of the Site: <b>8520 SF</b> sq. ft. <b>(.196 A)</b>	
<p>° If the proposed disturbance is greater than one acre, then the applicant shall apply for a Maine Construction General Permit (MCCGP) or Chapter 500, Stormwater Management Permit with the Maine Department of Environmental Protection (DEP).</p>	
Tax Assessor's Chart, Block & Lot:	Property Owners Name/ Mailing address:
Chart # <b>274</b>	<b>PORTLAND HOUSING AUTHORITY</b>
Block # <b>H</b>	<b>14 BAXTER BOULEVARD</b>
Lot # <b>1</b>	<b>PORTLAND, MAINE 04101</b>
	<b>ATTEN: MARK ADELSON</b>
	Telephone #: <b>207.773.4753</b>
	Cell Phone #:
Consultant/Agent Name, Mailing Address, Telephone #, Fax # and Cell Phone #:	Applicant's Name/ Mailing Address:
<b>GTA2 ARCHITECTS</b>	<b>PORTLAND HOUSING AUTHORITY</b>
<b>44 OAK STREET</b>	<b>14 BAXTER BOULEVARD</b>
<b>PORTLAND, MAINE 04101</b>	<b>PORTLAND, MAINE 04101</b>
<b>207.771.5461 FAX 207.774.0846</b>	<b>ATTEN: MARK ADELSON</b>
	Telephone #: <b>207.773.4753</b>
	Cell Phone #:
Fee for Service Deposit (all applications) _____ (\$200.00)	
Proposed Development (check all that apply)	
<input checked="" type="checkbox"/> New Building <input type="checkbox"/> Building Addition <input type="checkbox"/> Change of Use <input type="checkbox"/> Residential <input type="checkbox"/> Office <input type="checkbox"/> Retail <input type="checkbox"/> Manufacturing <input type="checkbox"/> Warehouse/Distribution <input type="checkbox"/> Parking lot <input type="checkbox"/> Subdivision (\$500.00) + amount of lots _____ (\$25.00 per lot) \$ _____ + major site plan fee if applicable <input type="checkbox"/> Site Location of Development (\$3,000.00) (except for residential projects which shall be \$200.00 per lot _____ ) <input type="checkbox"/> Traffic Movement (\$1,000.00) <input type="checkbox"/> Storm water Quality (\$250.00) <input type="checkbox"/> Section 14-403 Review (\$400.00 + \$25.00 per lot) <input type="checkbox"/> Other _____	
- Please see next page -	

Major Development (more than 10,000 sq. ft.)

- Under 50,000 sq. ft. (\$500.00)
- 50,000 - 100,000 sq. ft. (\$1,000.00)
- Parking Lots over 100 spaces (\$1,000.00)
- 100,000 - 200,000 sq. ft. (\$2,000.00)
- 200,000 - 300,000 sq. ft. (\$3,000.00)
- Over 300,000 sq. ft. (\$5,000.00)
- After-the-fact Review (\$1,000.00 + applicable application fee)

Minor Site Plan Review

- Less than 10,000 sq. ft. (\$400.00)
- After-the-fact Review (\$1,000.00 + applicable application fee)

Plan Amendments

- Planning Staff Review (\$250.00)
- Planning Board Review (\$500.00)

Billing Address: (name, address and contact information)

**PORTLAND HOUSING AUTHORITY  
14 BAXTER BOULEVARD  
PORTLAND, MAINE 04101  
ATTEN: MR. MARK ADELSON**

Submittals shall include seven (7) folded packets containing of the following materials:

- A. Copy of the application
- B. Cover letter stating the nature of the project
- C. Written Submittal (Sec. 14-525 2. (c), including evidence of right, title and interest.
- D. A standard boundary survey prepared by a registered land surveyor at a scale not less than one inch to 100 feet
- E. Plans and maps based upon the boundary survey and containing the information found in the attached sample plan checklist.
- F. Copy of the checklist completed for the proposal listing the material contained in the submitted application
- F. In addition to the seven (7) sets of documents listed above, one (1) set of the site plans reduced to 11 x 17 must be submitted.

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](http://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 site review only; a Performance Guarantee, Inspection Fee, Building Permit Application and associated fees will be required prior to construction.

Signature of Applicant:

S. Adams

Date:

5-6-09

44 oak street

portland, me 04101

207.771.5461



May 10, 2009

**BOYS AND GIRLS CLUB OF MAINE AT SAGAMORE VILLAGE  
MINOR SITE PLAN REVIEW**

21, 27 Popham Street

Portland Housing Authority  
14 Baxter Boulevard  
Portland, Maine 04101

To whom it may concern:

The following information is intended to supplement the Site Plan Checklist.

**Item 1-**

See attached survey Sheet 1 of 1, Topography for the Proposed Boys and Girls Club of Maine for Sagamore Village as prepared by Royal River Survey Co., Reginald Parker-Registered Surveyor #1154

**Item 2-**

Applicant name and address:

Portland Housing Authority  
14 Baxter Boulevard  
Portland, Maine 04101

Name of proposed project:

Boys and Girls Club of Maine, Sagamore Village Housing Branch

**Items 3 and 4-**

See sheet S1.1

**Item 5-**

Total land area of site: 29.3 Acres (1,277,344 sf)

**Item 6-**

See attached Survey and sheets S1.2. Some information shown as spot grades due to small site size and flatness of site.

**Item 7-**

See attached sheet S1.1

**Item 8-**

Swanton fine sandy loam and Elmwood fine sandy loam

**Item 9-**

N/A

**Item 10-**

See attached sheets S1.1, S1.2, A.1

Total ground floor area of new structure: 1500sf, building footprint  
Total ground floor area of existing structures on site: 88,765sf

**Item 11-**

See attached sheet S1.1 and attached Zoning Summary sheet

**Item 12-**

Waste will be collected daily by the PHA.

**Item 13-**

Existing services in place adequate for intended use.  
See attached sheet S1.3

**Item 14-**

Existing services in place adequate for intended use.  
See attached S1.3 and attached letter from the Portland Water District

**Item 15-**

See sheet S1.2 and S1.3

**Item-16**

No easements present on parcel. Attached is a copy of the deed.

**Item-17, 18, 19, 20, 21**

See sheets S1.1 and S1.2. Parking will be provided in the adjacent community building parking lot.

**Item-22, 23, 24, 25, 26, 27, 28, 29**

See sheet S1.2. Survey indicates (5) 4" caliper Ash. These are in poor condition and will be removed.

**Item-30**

See sheet A.1

**Item-31**

See sheet A.1

**Item-32**

See sheet See sheet S1.1

**Item-33**

Written Statements

34. The proposed use on this site will be a structure housing a branch of the Boys and Girls Club of Maine.

35. No residential usage.

36. Total area of the site is 29.34 acres.

37. The proposed structure will be 1500sf.

38. None present.

39. The Portland Housing Authority will collect solid waste on a daily basis.

40. The site is bounded by three streets all of which have City sewer with adequate capacity for the proposed use. We will tie into a 8" sanitary line on



Popham Street.

Water will be supplied by tying into the community building at 21 Popham Street. Electrical connections will be made from an existing on site pole.

41. Presently all the surface water runs to a large open field area adjacent to the proposed location of the structure, and then to an existing field drain. The field and drain will be able to handle the negligible additional amount contributed from the new structure.

42. It is anticipated that the project will take less than three months.

43. No approvals from other agencies are required.

44. Open

45. Open

46. Open

47. See copy of attached letter

48. See attached copy of deed.

49. None found

50. Will be emailed to the Planning Department

51. Will be emailed to the Planning Department

5.5.2009

**Zoning Summary for Boys and Girls Club of Maine-Sagamore Village Branch**

1. Property is located in the R-5 Zone.
2. Parcel acreage: 29.34 acres ( 1,277,344 sf )

<b>Regulations</b>	<b>Required/Allowed</b>	<b>Provided</b>
Min lot area	6000 sf/unit	1,277,344 sf
Min Street Frontage	50'	100'
Min Front Yard Setback	20'	316'-7 1/2"
Min Rear Yard Setback	20'	752'
Min Side Yard Setback	8'	457'-10" and 443'-2"
Max Building Height	35'	13'
4. Parking- Accessory use/ Educational	1 per classroom	3
5. Maximum Building Coverage:	40%	Currently-6.9% With New Structure-7%
6. Wetland Fill:		N/A



## Site Plan Checklist Portland, Maine

Department of Planning and Development, Planning Division and Planning Board

Boys and Girls Club of Maine-Sagamore Village Branch  
21, 27 Popham Street

Project Name, Address of Project \_\_\_\_\_

Application Number \_\_\_\_\_

The form is to be completed by the Applicant or Designated Representative:

Check Submitted	Site Plan Item	Required Information	Section 14-525 (b,c)
<input checked="" type="checkbox"/>	(1)	Standard boundary survey (stamped by a registered surveyor, at a scale of not less than 1 inch to 100 feet and including:	1
<input checked="" type="checkbox"/>	(2)	Name and address of applicant and name of proposed development	a
<input checked="" type="checkbox"/>	(3)	Scale and north points	b
<input checked="" type="checkbox"/>	(4)	Boundaries of the site	c
<input checked="" type="checkbox"/>	(5)	Total land area of site	d
<input checked="" type="checkbox"/>	(6)	Topography - existing and proposed (2 feet intervals or less)	e
<input checked="" type="checkbox"/>	(7)	Plans based on the boundary survey including:	2
<input checked="" type="checkbox"/>	(8)	Existing soil conditions	a
<input checked="" type="checkbox"/>	(9)	Location of water courses, wetlands, marshes, rock outcroppings and wooded areas	b
<input checked="" type="checkbox"/>	(10)	Location, ground floor area and grade elevations of building and other structures existing and proposed, elevation drawings of exterior facades, and materials to be used	c
<input checked="" type="checkbox"/>	(11)	Approx location of buildings or other structures on parcels abutting the site and a zoning summary of applicable dimensional standards (example page 9 of packet)	d
<input checked="" type="checkbox"/>	(12)	Location of on-site waste receptacles	e
<input checked="" type="checkbox"/>	(13)	Public utilities	e
<input checked="" type="checkbox"/>	(14)	Water and sewer mains	e
<input checked="" type="checkbox"/>	(15)	Culverts, drains, existing and proposed, showing size and directions of flows	e
<input checked="" type="checkbox"/>	(16)	Location and dimensions, and ownership of easements, public or private rights-of-way, both existing and proposed	f
<input checked="" type="checkbox"/>	(17)	Location and dimensions of on-site pedestrian and vehicular access ways	g
<input checked="" type="checkbox"/>	(18)	Parking areas	g
<input checked="" type="checkbox"/>	(19)	Loading facilities	g
<input checked="" type="checkbox"/>	(20)	Design of ingress and egress of vehicles to and from the site onto public streets	g
<input checked="" type="checkbox"/>	(21)	Curb and sidewalks	g
<input checked="" type="checkbox"/>	(22)	Landscape plan showing:	h
<input checked="" type="checkbox"/>	(23)	Location of existing vegetation and proposed vegetation	h
<input checked="" type="checkbox"/>	(24)	Type of vegetation	h
<input checked="" type="checkbox"/>	(25)	Quantity of plantings	h
<input checked="" type="checkbox"/>	(26)	Size of proposed landscaping	h
<input checked="" type="checkbox"/>	(27)	Existing areas to be preserved	h
<input checked="" type="checkbox"/>	(28)	Preservation measures to be employed	h
<input checked="" type="checkbox"/>	(29)	Details of planting and preservation specifications	h
<input checked="" type="checkbox"/>	(30)	Location and dimensions of all fencing and screening	i
<input checked="" type="checkbox"/>	(31)	Location and intensity of outdoor lighting system	j
<input checked="" type="checkbox"/>	(32)	Location of fire hydrants, existing and proposed (refer to Fire Department checklist)	k
<input checked="" type="checkbox"/>	(33)	Written statements to include:	c
<input checked="" type="checkbox"/>	(34)	Description of proposed uses to be located on site	cl
<input checked="" type="checkbox"/>	(35)	Quantity and type of residential, if any	cl
<input checked="" type="checkbox"/>	(36)	Total land area of the site	c2
<input checked="" type="checkbox"/>	(37)	Total floor area, total disturbed area and ground coverage of each proposed Building and structure	c2
<input checked="" type="checkbox"/>	(38)	General summary of existing and proposed easements or other burdens	c3
<input checked="" type="checkbox"/>	(39)	Type, quantity and method of handling solid waste disposal	c4
<input checked="" type="checkbox"/>	(40)	Applicant's evaluation or evidence of availability of off-site public facilities, including sewer, water and streets	c5
<input checked="" type="checkbox"/>	(41)	Description of existing surface drainage and a proposed stormwater management plan or description of measures to control surface runoff.	c6 c6



**PORTLAND FIRE DEPARTMENT SITE REVIEW  
FIRE DEPARTMENT CHECKLIST  
(CAN BE FOUND ON DRAWING F1)**

**BOYS AND GIRLS CLUB OF MAINE-SAGAMORE VILLAGE BRANCH-5.6.2009**

**1. APPLICANT'S NAME**

PORTLAND HOUSING AUTHORITY  
14 BAXTER BOULEVARD  
PORTLAND, MAINE 04101  
ATTEN: MARK ADELSON  
207.773.4753

**2. ARCHITECT**

GTA2 ARCHITECTS  
44 OAK STREET  
PORTLAND, MAINE 04101  
ATTEN: STEPHEN M. THOMAS  
207.771.5461

**3. PROPOSED USE OF STRUCTURE:**

BOYS AND GIRLS CLUB BRANCH  
ASSEMBLY OR EDUCATIONAL

**4. SQUARE FOOTAGE OF STRUCTURE:**

1500 SF

**5. ELEVATIONS OF STRUCTURE:**

SEE DRAWING F1

**6. PROPOSED FIRE PROTECTION OF  
STRUCTURE:**

BUILDING HAS SMOKE DETECTORS, STROBE/ENUNCIATOR ALARMS,  
EMERGENCY LIGHTS, EXIT LIGHTS, PULL STATIONAS AT EXITS, PANIC  
HARDWARE AT DOORS

**7. HYDRANT LOCATIONS:**

TWO SHOWN ON 'VICINITY PLAN',  
THIS SHEET

**8. WATER MAIN:**

6" WATER MAIN IN POPHAM STREET

**9. ACCESS TO FIRE DEPT CONNECTIONS:**

NONE

**10. ACCESS TO STRUCTURES:**

DRIVEWAY LEADS TO BUILDING, OPEN FIELD ALL AROUND

**11. CODE SUMMARY REFERENCING NFPA 1  
AND ALL TECH STDS:**

N/A AS PER OUR CONVERSATION REGARDING SIZE OF PROJECT

**12. NO ELEVATOR**

**13. N/A**

QUITCLAIM DEED

This QUITCLAIM DEED made this 30th day of June, 1953 as of the 30th day of June, 1953 (which last date is herein called the "CONVEYANCE DATE") by and between the

UNITED STATES OF AMERICA acting by and through the PUBLIC HOUSING ADMINISTRATION (herein called the "GRANTOR") in accordance with delegations of authority published in 15 F.R. 372 and 2517 and 17 F.R. 5401 and under and pursuant to the powers and authority contained in the so-called Lanham Act (Public Law 849 - 76th Congress, as amended, particularly the amendments contained in Public Law 475 - 81st Congress), Reorganization Plan No. 3 of 1947 (12 F.R. 4981), and Executive Order 10339 dated April 5, 1952 (17 F.R. 3012); and the PORTLAND HOUSING AUTHORITY (herein called the "GRANTEE") a public body corporate and politic organized and existing under the laws of the State of Maine.

WITNESSETH:

That subject to the conditions hereinafter set forth and for and in consideration of the Grantee for a period of 40 years following the Conveyance Date (1) maintaining and operating the hereinafter described properties for low-rent use in accordance with the provisions of that certain contract between the Grantor and the Grantee dated June 30, 1953 as of June 28, 1951 (herein called the "ADMINISTRATION CONTRACT"), a copy of which Contract is attached hereto as part hereof identified as Exhibit "A", and (2) annually paying to the Grantor, its successors or assigns, the RESIDUAL RECEIPTS of such properties (as these are defined in the Administration Contract), the Grantor by these presents does remise, release and forever quitclaim unto the Grantee, its successors or assigns, the following described property situate in the County of Cumberland, State of Maine, to-wit:

A parcel of land located in the City of Portland, Cumberland County, State of Maine, and described as follows:

Beginning at a point on the Northerly line of Brighton Avenue 375.68 ft. southeasterly from the northeast corner of Brighton and Taft Avenues; thence along the northerly line of Brighton Avenue South  $62^{\circ} 34' 30''$  East, 421.04 ft; thence along the northerly line of Glenwood Subdivision North  $62^{\circ} 19' 30''$  East, 412.41 ft; thence North  $62^{\circ} 34' 30''$  East 95.42 ft; thence North  $27^{\circ} 25' 00''$  East 140.00 ft; thence South  $62^{\circ} 34' 30''$  East, 50.09 ft; thence North  $27^{\circ} 29' 30''$  East, 650.38 ft. to the extension of Godfrey Street, thence North  $27^{\circ} 29' 30''$  East, 50 ft. across the extension of Godfrey Street; thence North  $27^{\circ} 29' 30''$  East, 369.43 ft; thence North  $62^{\circ} 30' 30''$  West, 100 ft. to Purchas Street; thence North  $62^{\circ} 30' 30''$  West, 50 ft. across Purchas Street; thence North  $62^{\circ} 30' 30''$  West, 225.61 ft. to the Easterly line of Gorges Street; thence North  $28^{\circ} 05' 30''$  East, 52.42 ft. to the easterly line of the Portland Gardens Subdivision; thence along the easterly line of the Portland Gardens Subdivision South  $56^{\circ} 44' 20''$  West, 104.29 ft; thence along the southerly line of Portland Gardens Subdivision North  $39^{\circ} 19' 00''$  West, 283.24 ft. to a point on the westerly line of Josslyn Street; thence South 77.70 ft. along the westerly line of Josslyn Street; thence North  $59^{\circ} 25' 00''$  West to a point on the easterly line of Taft Avenue; thence along this easterly line of Taft Avenue South  $30^{\circ} 35' 00''$  West, 1196.57 ft; thence South  $62^{\circ} 46' 20''$  East, 413.91 ft; thence South  $37^{\circ} 25' 00''$  West, 352.14 ft. to the point of beginning, containing approximately 29.815 acres. Said area comprising Parcels Nos. 2 through 91 inclusive all as shown on a map entitled "Sagamore Village/Owner:-United States of America/City of Portland/Cumberland County, Maine/September 28, 1948, 17036/New England Survey Service, Inc.,/Civil Engineers & Surveyors/73 Tremont Street, Boston, Mass./by /s/ H. B. Ullian, C.E./Reg. No. 746", said map, to which reference is herein made, having been recorded in the Registry of Deeds, Cumberland County, City of Portland, State of Maine, At Plan Book 34, Pages 34 and 38.

Said property being part of the property acquired in fee simple by the Grantor by Declaration of Taking in condemnation proceedings entitled "United States of America vs. Certain Parcels of Land in the City of Portland, County of Cumberland, State of Maine, and Marie Barber, et al., Civil 1605 in the District Courts of the United States for the District of Maine".

TOGETHER WITH: All buildings, structures, improvements, utilities, and fixtures and appurtenances thereto, and those certain personal properties and chattels described in an inventory attached hereto as part hereof identified as Exhibit "B". All of said land, buildings, structures, improvements, utilities, fixtures, appurtenances and personal properties and chattels are herein called the "PROJECT".

PROVIDED, that upon the occurrence of a SUBSTANTIAL BREACH or a SUBSTANTIAL DEFAULT under the Administration Contract (as such terms are defined in such Contract), the estate hereby conveyed shall terminate, and in case of Substantial Breach, upon notice thereof to the Grantee, possession of the Project shall revert to and revest in the Grantor, its successor or successors, or in the case of Substantial Default, at the option of the Grantor and upon notice thereof to the Grantee, either title to the Project or possession of the Project shall revert to and revest in the Grantor, its successor or successors, without any other act of the Grantor, its successor or successors, free of any right of the Grantee, its successors or assigns, except as otherwise provided in the Administration Contract.

The Project is conveyed herein subject to additional conditions as follows:

- (1) Reserving to the GRANTOR, pursuant to Executive Order No. 9908, dated December 5, 1947: All uranium, thorium, and all other materials determined pursuant to section 5 (b)(1) of the Atomic Energy Act of 1946 (60 Stat. 761) to be peculiarly essential to the production of fissionable material, contained, in whatever concentration, in deposits in the lands covered by this instrument are hereby reserved for the use of the United States, together with the right of the United States through its authorized agents or representatives at any time to enter upon the land and prospect for, mine, and remove the same, making just compensation for any damage or injury occasioned thereby. However, such land may be used, and any rights otherwise acquired by this disposition may be exercised, as if no reservation of such materials had been made; except that, when such use results in the extraction of any such material from the land in quantities which may not be transferred or delivered without a license under the Atomic Energy Act of 1946, as it now exists or may hereafter be amended, such material shall be the property of the United States Atomic Energy Commission, and the Commission may require delivery of such material to it by any possessor thereof after such material has been separated as such from the ores in which it was contained. If the Commission requires the delivery of such material to it, it shall pay to the person mining or extracting the same, or to such other person as the Commission determines to be entitled thereto, such sums, including profits, as the Commission deems fair and reasonable for the discovery, mining, development, production, extraction, and other services performed with respect to such material prior to such delivery, but such payment shall not include any amount on account of the value of such material before removal from its place of deposit in nature. If the Commission does not require delivery of such material to it, the reservation hereby made shall be of no further force or effect;

- (2) Subject to a DEED OF DEDICATION, dated April 24, 1952 from the UNITED STATES OF AMERICA, acting by and through the PUBLIC HOUSING ADMINISTRATION to the CITY OF PORTLAND of the Streets and Sewers (described more particularly in said Deed of Dedication) at War Housing Project, ME-17036;
- (3) Subject to a Deed dated June 16, 1948, of the Electrical Distribution System at said Project by the UNITED STATES OF AMERICA, acting by and through the PHA, to the CENTRAL MAINE POWER COMPANY;
- (4) Subject to an Agreement, dated October 14, 1943, (as amended by Supplement No. 1, April 14, 1944, and Supplement No. 2, March 20, 1945) between the UNITED STATES OF AMERICA and the NEW ENGLAND TELEPHONE & TELEGRAPH COMPANY, giving said Company the right to attach to and use the poles owned by the Government and located on the project; and
- (5) Also reserving to the GRANTOR or its assigns, such necessary easements or rights-of-way in the described areas herein conveyed, for the purpose of ingress and egress to and from Parcels Nos. 1, 92, 93, 94, 95 and 96, as may be necessary.

This instrument is executed and delivered to the said Grantee, its successors or assigns, without covenants by the Grantor either express or implied. The Grantee, for itself and its successors or assigns, joins in the execution of this instrument for the purpose of accepting the conveyance of the Project subject to the conditions hereinbefore set forth and hereby covenants: (1) not to convey or encumber the Project except as in the Administration Contract expressly authorized; (2) to maintain and operate the Project for a period of 40 years following the Conveyance Date for low-rent use in accordance with the provisions of the Administration Contract; (3) to annually pay to the Grantor, its successors or assigns, the Residual Receipts of the Project (as defined in the Administration Contract); (4) to deliver possession of the Project to the Grantor, its successors or assigns, upon the occurrence of a Substantial Breach (as defined in the Administration Contract); and (5) to reconvey title to or possession of the Project (at the option of the Grantor) to the Grantor, its successors or assigns, upon the occurrence of a Substantial Default (as defined in the Administration Contract).

TO HAVE AND TO HOLD the Project, subject to the conditions, reversions, rights to revert, covenants, exceptions, and reservations aforesaid, unto the said Grantee, its successors or assigns, forever.

IN WITNESS WHEREOF the UNITED STATES OF AMERICA, Grantor herein, has caused these presents to be executed in its name by the PUBLIC HOUSING ADMINISTRATION and the seal of the Public Housing Administration to be hereunto affixed on the year and day first above written and the PORTLAND HOUSING AUTHORITY, Grantee herein, has caused these presents to be executed in its name and its seal to be hereunto affixed on the 30th day of June, 1953, all as of the Conveyance Date.

(SEAL)

ATTEST:

John W. Brewer  
Attesting Officer

PH.A. #  
0-32

(SEAL)

ATTEST:

Harold L. Arnold  
Title Secretary

UNITED STATES OF AMERICA  
HOUSING AND HOME FINANCE AGENCY  
PUBLIC HOUSING ADMINISTRATION, GRANTOR

By John P. Fane  
Director Boston Field Office,  
Public Housing Administration

PORTLAND HOUSING AUTHORITY, GRANTEE

By Robert C. Folsom  
Title Chairman



**PORTLAND HOUSING AUTHORITY**  
14 BAXTER BOULEVARD, PORTLAND, MAINE 04101-1822  
www.porthouse.org  
Administrative Office (207) 773-4753 • TDD (207) 774-2570  
Fax (207) 774-6471  
Maintenance (207) 774-2815

COMMISSIONERS:

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FAITH MCLEAN, *Vice Chairperson*  
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SHIRLEY PETERSON, *Commissioner*  
ROBYN TUCKER, *Commissioner*

BRUCE R. LORING  
*Executive Director  
and Secretary*

MARK B. ADELSON  
*Deputy Executive  
Director*

April 17, 2009

Barbara Barhydt  
Development Review Services Manager  
Planning Division  
389 Congress Street  
Portland, ME 04101

RE: PHA Sagamore Village Facility - Letter of Financial Viability

Dear Ms. Barhydt,

In regard to the Portland Housing Authority's site plan application for the new Boys and Girls Club facility within our Sagamore Village property, this is to conform that there is sufficient funding to undertake this development.

We have estimated the cost of this development to be approximately \$125,700. The Boys and Girls Clubs of Southern Maine has been awarded \$60,135 from the City's CDBG allocation for this project which will be available for expenditure on July 1, 2009. PHA's financial commitment to this project is \$50,000 which will come from our Capital Grant allocation. PHA's original letter commitment is attached. The total amount of PHA's FY2009 Capital Grant allocation is \$1,773,990. The balance of the funds (\$15,650) will be provided by the Boys and Girls Clubs of Southern Maine. Their letter of commitment is also attached.

Please let me know if you need additional information.

Sincerely,

  
Bruce Loring  
Executive Director

**PORTLAND HOUSING AUTHORITY**  
14 BAXTER BOULEVARD, PORTLAND, MAINE 04101-1822  
www.porthouse.org  
Administrative Office (207) 773-4753 • TDD (207) 774-2570  
Fax (207) 774-6471  
Maintenance (207) 774-2815

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TOM VALLEAU, *Commissioner*  
DARRELL MILESKI, SR., *Commissioner*

BRUCE R. LORING  
*Executive Director  
and Secretary*

MARK B. ADELSON  
*Deputy Executive  
Director*

Robert A. Clark, Executive Director  
Boys & Girls Clubs of Southern Maine  
P.O. Box 7830  
Portland, Maine 04112

December 17, 2008

Dear Bob,

I am pleased to write this letter supporting your request for CDBG funding to open a new Boys and Girls Club site in our Sagamore Village development. The Portland Housing Authority (PHA) enthusiastically supports the implementation of this project and is committed to help make it a reality. Sagamore Village is PHA's largest family development with 198 fully occupied apartments and 574 residents. It is also located adjacent the Portland's Hall Elementary School, so we feel the location for the new club is ideal.

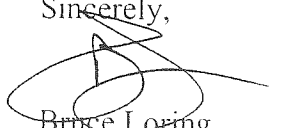
PHA and Boys and Girls Clubs of Southern Maine (BGCSM) have had a successful partnership for several years. BGCSM has operated a small satellite program for younger members at our Riverton Park development since 2001. BGCSM and PHA also collaborate on a program to transport older members from our family developments to the main Club site in downtown Portland on a daily basis.

PHA is an integral partner in the Sagamore Village proposal. We're committed to providing the land for the new facility. Furthermore, PHA will match the CDBG funding dollar for dollar up to \$50,000 for planning, site preparation and construction costs to complete the project.

Finally, the Sagamore Village Tenants Council is a strong supporter of this project as well. Its implementation will provide a significant improvement for all Sagamore Village residents, and the entire surrounding neighborhood.

Feel free to contact me if you need any additional information. Good luck and please keep us informed of your progress.

Sincerely,

  
Bruce Loring  
Executive Director



April 16, 2009

Mr. Bruce Loring  
Executive Director  
Portland Housing Authority  
14 Baxter Boulevard  
Portland, Maine 04101

RE: Sagamore Village Site Plan Application – Letter of Commitment

Dear Bruce,

We are pleased to partner with Portland Housing Authority to establish the Sagamore Village Boys & Girls Club unit of Boys & Girls Clubs of Southern Maine.

As part of the partnership, we are committed to fund up to the balance of the \$15,650 needed to complete Phase One of the project. We are pleased that Community Development Block Grant funding will enable Portland Housing Authority and Boys & Girls Clubs of Southern Maine to complete Phase Two of the project.

We look forward to seeing the site plans approved and the portable unit in place and open to serve the young people of the Sagamore Village area.

Thank you for your continued strong support of this project.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert Clark".

Robert Clark  
Chief Professional Officer



Type \_\_\_\_\_  
 Catalog No. \_\_\_\_\_

# GeoMatrixx™ Series

## GXSW Series Small Architectural WallPack

### APPLICATIONS

- The GeoMatrixx is a perfect blend of architectural design and performance for Accent, Façade, Parking, Roadway, Security and Sign applications.

### CONSTRUCTION

- Precision die-cast aluminum construction. All exposed hardware is stainless steel.
- Duraplex II dark bronze polyester powder finish is standard but the GeoMatrixx is available in a variety of designer colors.
- Injection-molded triple-finger silicone gasket.

### ELECTRICAL

- Integral heat sink ensures cool operation.
- Contractor-friendly design with integral cable permitting easy, hands-free wiring.

### OPTICS

- Hinged door frame with clear tempered glass lens.
- Multifaceted reflector system provides uniform distribution.
- Meets IESNA cutoff requirements in 0° position.

### MOUNTING

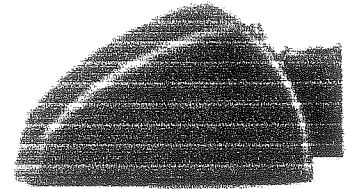
- The GeoMatrixx can be surface mounted in various positions. Use it as a cutoff wallpack or tip it up 22.5° for forward throw with semi-cutoff.

### WARRANTY/LISTINGS

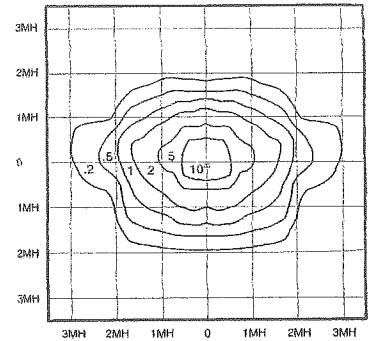
- UL wet location listed for above- or below-horizontal aiming.
- Complete with a UL-Approved mounting box rated for 90°C supply wire with integral bubble level.

### ACCESSORIES

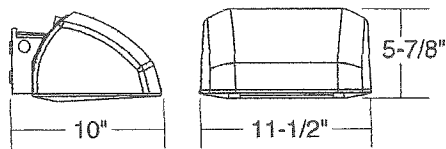
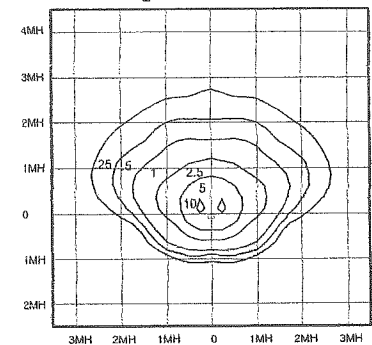
GMSSHIELD - Vandal Guard for Small Fixtures



150 Watt High Pressure Sodium, 0°



150 Watt High Pressure Sodium, 22.5°



GMSBOX - Mounting Box for Small and Medium Fixtures

### Ordering Guide Example: GXSW42HFLBLK-1

GX	S	W	42	HFL	L	BLK	—	1
							—	

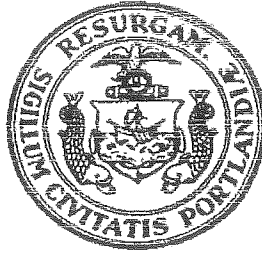
Series	Size	Type	Wattage	Lamp Source	Option	Color	Voltage
GX	S=Small	W=Wall	42=42w HFL 70=70w NLX 100=100w NLX 150=150w NLX	HFL=Compact Fluorescent NLX=High Pressure Sodium (NPF)	L=Lamp Included	BLK=Textured Black WHW=Textured White SL=Slate GA=Galvanite TM=Dark Titanium CL=Clay LS=Limestone BRW=Textured Bronze (BLANK)=Flat Bronze	1=120



Product information is subject to change without notice



# CITY OF PORTLAND WASTEWATER CAPACITY APPLICATION



Department of Public Services,  
55 Portland Street,  
Portland, Maine 04101-2991

Date: April 16, 2009

Mr. Frank J. Brancely,  
Senior Engineering Technician,  
Phone #: (207) 874-8832,  
Fax #: (207) 874-8852,  
E-mail: fjb@portlandmaine.gov

## 1. Please, Submit Utility, Site, and Locus Plans.

Site Address: 23 Popham Steet, Portland, ME 04102

*(Regarding addressing, please contact Leslie Kaynor, either at 756-8346, or at LMK@portlandmaine.gov)*

Chart Block Lot Number: 274-H-1

Proposed Use: Boys & Girls Club

Previous Use: Open Lawn

Si Commercial  
te Industrial *(complete part 4 below)*  
C Governmental  
at Residential  
e Other *(specify)*  
g  
or  
y Residential

Existing Sanitary Flows: 0 GPD

Existing Process Flows: n/a GPD

Description and location of City sewer, at  
proposed building sewer lateral connection:

Purchase Street 150+/- feet north of

Popham Street

*Clearly, indicate the proposed connection, on the submitted plans.*

## 2. Please, Submit Domestic Wastewater Design Flow Calculations.

Estimated Domestic Wastewater Flow Generated: 405 GPD

Peaking Factor/ Peak Times: 1, because the club will be used only 4 hours/day

Specify the source of design guidelines: *(i.e. "Handbook of Subsurface Wastewater Disposal in Maine," "Plumbers and Pipe Fitters Calculation Manual," "Portland Water District Records," Other (specify))* Chapter 5, Table 501.2 of the Maine Subsurface Wastewater Disposal

Rules 10 CMR 241 (August 1, 2005)









To: Marge Schmuckal  
Dan Goyette  
Tom Errico  
Capt. Keith Gautreau  
Jeff Tarling  
David Margolis-Pineo

*Can sign off.  
First check w/ Fire if he is dead*

From: Shukria Wiar

Date: June 9, 2009

---

Additional information submitted for the following project:

**Application ID #: 09-79900002**

**Project Name: - Sagamore Boys and Girls Club**

**Project Address: Popham Street**

**Final Written Comments needed by: June 17, 2009**

**Thank you.**

44 oak street

portland, me 04101

207.771.5461



June 3, 2009

Shukria Wiar  
Planner  
Planning Division  
City of Portland, Maine  
389 Congress Street  
Portland, Maine 04101

Re: Boys and Girls Club- Sagamore Village Branch  
#09-79900002  
Additional information

Dear Ms. Wiar,

The following is in response to your request for additional information with regard to the Boys and Girls Club of Maine site plan application.

**“Planning Shukria Wiar”**

- *“There are two new lighting is being proposed as part of this project, are these the same fixtures as each other. “*  
**The two lighting fixtures are the same.**
- *“It seems like the one on the northeast corner is a ole fixture and the one on the building is a wall mount. Please explain as to what is actually being proposed; include the height and photometric for each light.”*  
**The light on the northeast corner is actually mounted on the gable end of the building. This is 14' above the finish grade.  
The second light is mounted on a cross beam inside a covered entryway. The height is 9'6” above finish grade.  
The photometrics were included in the original submission as item 5f of the submission. For your convenience I have attached an additional copy.**
- *“Where is the closest residential unit to the lighting fixture on the northeast side of the building? The proposed lighting shall be invasive to surrounding residential units.”*  
**The nearest residential unit from the northeast side of the building is 268 feet.  
The covered light at the entry is located 180 feet from the nearest dwelling unit.**

- The lights are downlights and are far enough away from the residences as to not present a problem. The closer of the two is actually shielded from the nearest unit by the entry roof, the fixture will not be visible from the unit.
- *"The needs to be note on the site plan stating the 'existing drive to be relocated and removed'"*  
The intent was indeed to remove and to locate. This note will be clarified on the drawing.
- *"How many parking spaces are there in the existing parking lot; how many of these are used for the existing community center."*  
There are at least 37 spaces in the lot. Currently, the community center and associated uses use 9 spaces during the day.
- *"Submit utilities capacity letters."*  
The City of Portland Capacity Application with calculations prepared by Pinkham and Greer Engineers was included in the original application. I will attach a additional copy.  
A copy of an email from the Portland Water District was also included in the original application indicating that there is adequate water capacity available to service the proposed new use. I will also include a copy of this document.
- *"Will the electrical service from the existing pole mounted light be under ground?"*  
Due to the temporary nature of the use, we will be running the service overhead from a pole on site as shown on the plan S1.2.

"Zoning Administrator Marge Schmuckal"

- *"...Two parking spaces are being met for the new building as required. The application stated that three parking spaces are being provided, but the site plan does not show where the third parking space was located. "*  
The correct number of spaces to be provided will be two, not three as previously indicated in the application. These spaces will be located in the parking lot east of the community building. I have attached a sk indicating the location.

"Deputy City Engineer David Margolis-Pineo"

- *"Since Popham St is a City street we will have to ask for curb and sidewalk along their frontage of this project. The work will have to be completed by a licensed contractor and meet City standards."*

**to be discussed**

Traffic Engineer Tom Errico

- *"The new driveway proposed for 43/45 Popham Street will not meet city standards for driveway separation. Based upon the low volume and travel speeds on Popham Street, I support a waiver from the standard."*  
We will request a waiver from the standard.

- *“The existing driveway should be removed.”*  
**As we mentioned above, the notation on the drawing will be clarified to indicate the existing driveway will be removed.**
- *“I’m not sure a drop-off lane is necessary for this street given the level of traffic volume. I would also note that the separation between the existing driveway to the site and the drop-off does not meet separation standards for a local road, although this condition is somewhat unique. I would support a waiver for this.”*  
**We will request a waiver from the standard.**

I hope this addresses all of your concerns.

Sincerely,



Stephen M. Thomas  
gta2 architects  
44 oak street  
Portland, Maine 04101  
207.771.5461

-----Original Message-----

**From:** Stephen Thomas [mailto:stephengta2@gmail.com]

**Sent:** Thursday, April 23, 2009 11:32 AM

**To:** Rico Spugnardi

**Subject:** Sagamore Village, Portland Housing Authority

Good morning Mr Spugnardi, it was good to meet you this morning and chat about the temporary Boys and Girls Club at Sagamore Village.

I have done a fixture count of the existing facility and have come up with:

**43.9 (existing)**

The proposed new club totals:

**21.7 (new)**

Grand total:

**61.1 (Combined Fixture Value Total)**

I have attached your form with my tabulations.

If the fixture count is acceptable, I would appreciate a letter indicating the PWD's ability to supply enough water to the new facility by tying into the existing Community Building's water line. An email would be fine.

Please let me know if you have any questions.

Sincerely,

Stephen M. Thomas  
gta2 Architects  
44 Oak Street  
Portland, Maine 04101  
207.771.5461

No virus found in this incoming message.

Checked by AVG - [www.avg.com](http://www.avg.com)

Version: 8.5.339 / Virus Database: 270.12.52/2152 - Release Date: 06/03/09 05:53:00

**Stephen**

---

**From:** "Kath Thomas" <stephengta2@gmail.com>  
**To:** "Stephen" <hh660@maine.rr.com>  
**Sent:** Wednesday, June 03, 2009 3:00 PM  
**Subject:** Fwd: Sagamore Village, Portland Housing Authority

----- Forwarded message -----

**From:** Rico Spugnardi <RSpugnardi@pwd.org>  
**Date:** Mon, May 4, 2009 at 10:12 AM  
**Subject:** RE: Sagamore Village, Portland Housing Authority  
**To:** Stephen Thomas <stephengta2@gmail.com>

Hello Stephen,

Thank you for the information. We have reviewed the submittal and have determined that the existing 5/8" meter is sufficient to serve the needs of both the existing and new building onsite. Since this water service is for one lot and one owner, it will be possible for you to make a connection after the meter and run a service pipe to the new building.

Please let me know if you have any questions or need anything further.

Sincerely,  
Rico Spugnardi

**Rico Spugnardi, P.E.**  
**Business Development Engineer**  
Portland Water District  
225 Douglass Street, PO Box 3553  
Portland, ME 04104  
Phone: 207-774-5961 Ext. 3199  
Fax: 207-761-8307  
E-mail: RSpugnardi@pwd.org  
<http://www.pwd.org>



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**The Portland Water District NOTICE & DISCLAIMER Confidentiality Notice:**

THIS MESSAGE IS INTENDED ONLY FOR THE USE OF THE INDIVIDUAL OR ENTITY TO WHICH IT IS ADDRESSED CONTAIN INFORMATION THAT IS PRIVILEGED AND CONFIDENTIAL. Please notify the sender if you have received in error. Replies to this message may not be considered confidential and may be subject to public disclosure.

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Type  
Catalog No.

# GeoMatrix™ Series

## GXSW Series Small Architectural WallPack

### APPLICATIONS

- The GeoMatrix is a perfect blend of architectural design and performance for Accent, Façade, Parking, Roadway, Security and Sign applications.

### CONSTRUCTION

- Precision die-cast aluminum construction. All exposed hardware is stainless steel.
- Duraplex II dark bronze polyester powder finish is standard but the GeoMatrix is available in a variety of designer colors.
- Injection-molded triple-finger silicone gasket.

### ELECTRICAL

- Integral heat sink ensures cool operation.
- Contractor-friendly design with integral cable permitting easy, hands-free wiring.

### OPTICS

- Hinged door frame with clear tempered glass lens.
- Multifaceted reflector system provides uniform distribution.
- Meets IESNA cutoff requirements in 0° position.

### MOUNTING

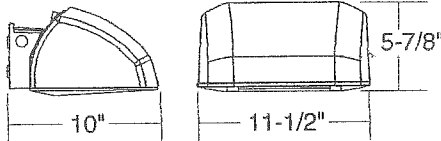
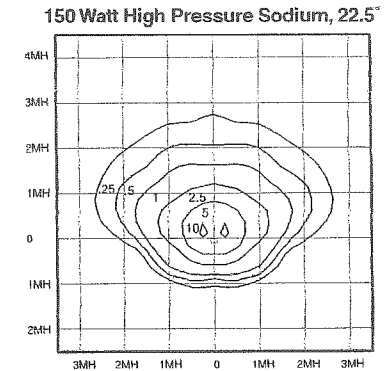
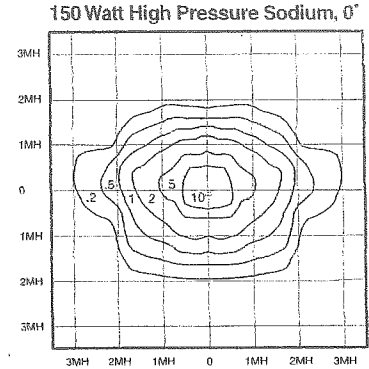
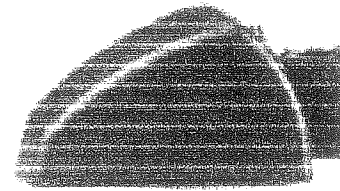
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- Complete with a UL-Approved mounting box rated for 90°C supply wire with integral bubble level.

### ACCESSORIES

GMSSHIELD - Vandal Guard for Small Fixtures



GMSBOX - Mounting Box for Small and Medium Fixtures

### Ordering Guide Example: GXSW42HFLBLK-1

GX	S	W	42	HFL	L	BLK	—	1
							—	

Series	Size	Type	Wattage	Lamp Source	Option	Color	Voltage
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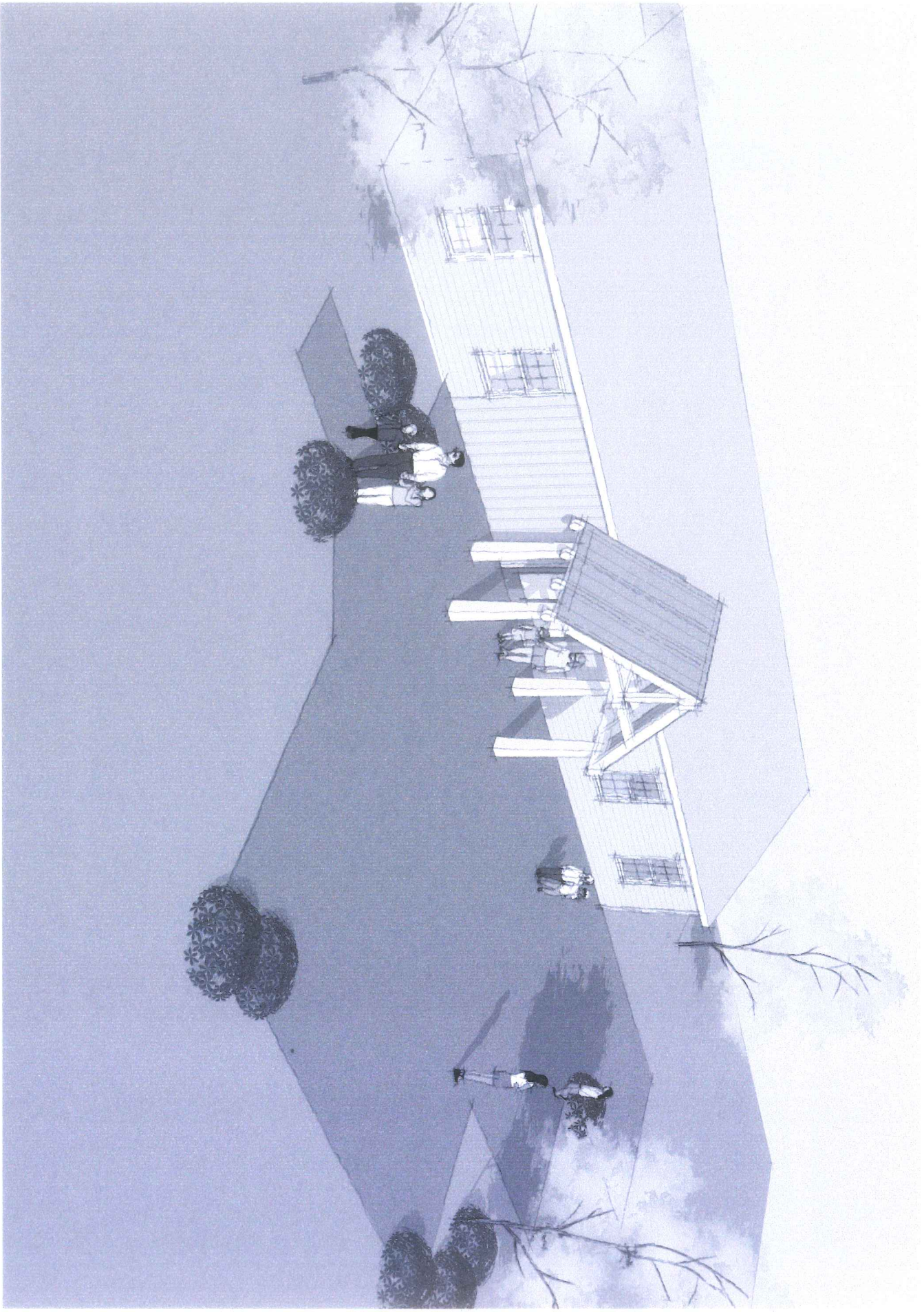
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Product information is subject to change without notice









44 oak street  
portland, me 04101  
207.771.5461



June 3, 2009

Shukria Wiar  
Planner  
Planning Division  
City of Portland, Maine  
389 Congress Street  
Portland, Maine 04101

Re: Boys and Girls Club- Sagamore Village Branch  
#09-79900002  
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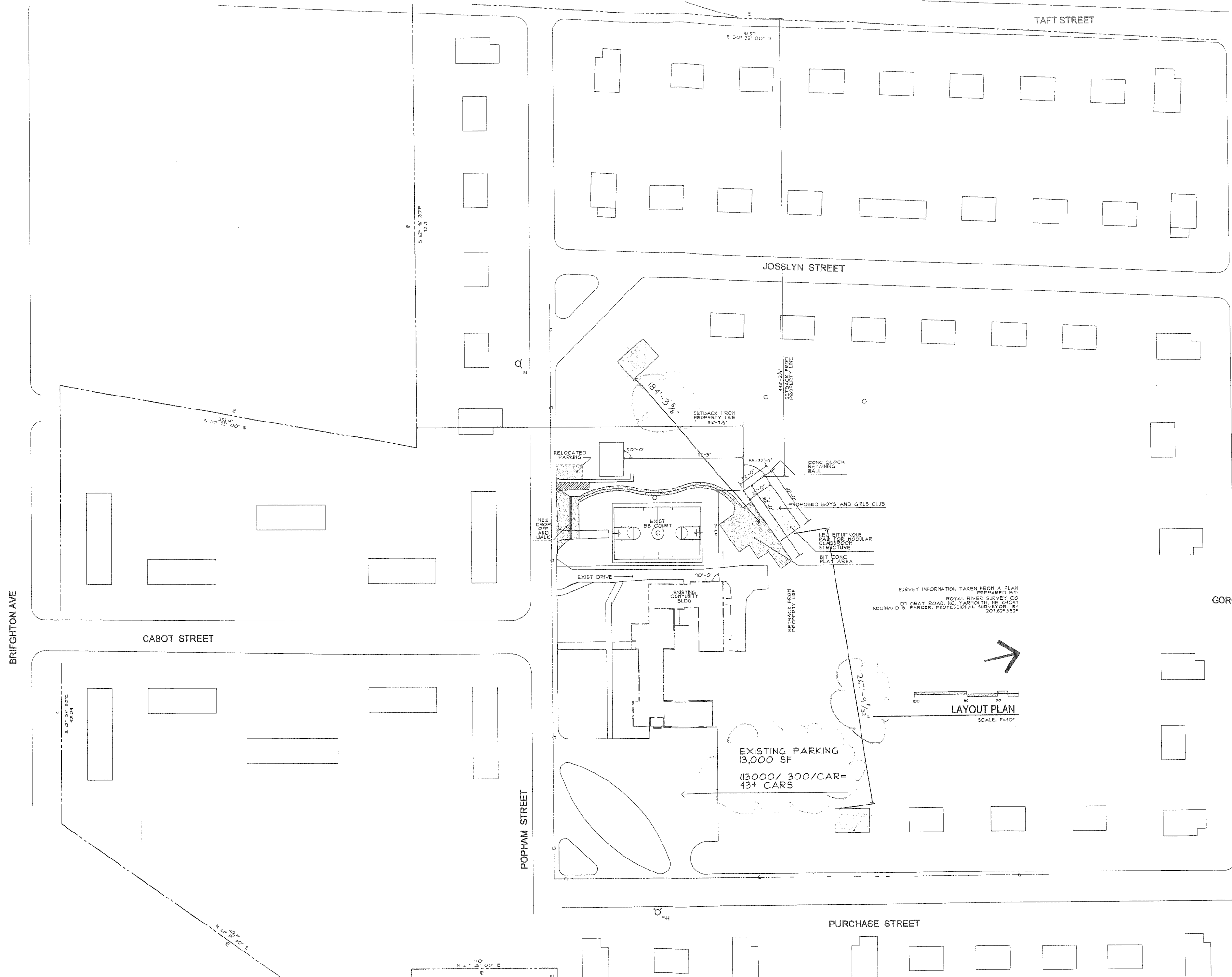


Stephen M. Thomas  
gta2 architects  
44 oak street  
Portland, Maine 04101  
207.771.5461



project title  
**BOYS and GIRLS CLUB  
 SAGAMORE VILLAGE**

**PORTLAND  
 HOUSING  
 AUTHORITY**  
 14 BAXTER BOULEVARD  
 PORTLAND, MAINE



SURVEY INFORMATION TAKEN FROM A PLAN PREPARED BY:  
 ROYAL RIVER SURVEY CO  
 101 GRAY ROAD, NO. YARMOUTH, ME 04091  
 REGINALD S. PARKER, PROFESSIONAL SURVEYOR, BS4  
 2011211824

**LAYOUT PLAN**  
 SCALE: 1/4" = 1'-0"

GTA 2 architects  
 44 oak street  
 portland, maine 04101  
 207-771-5461 fax 774-0846

revisions  
 date  
 MAY 6, 2009  
 sheet title  
**LAYOUT PLAN**

scale  
 AS NOTED  
 drawn by  
 SMT  
 project number  
 0208

sheet number  
**S1.1**

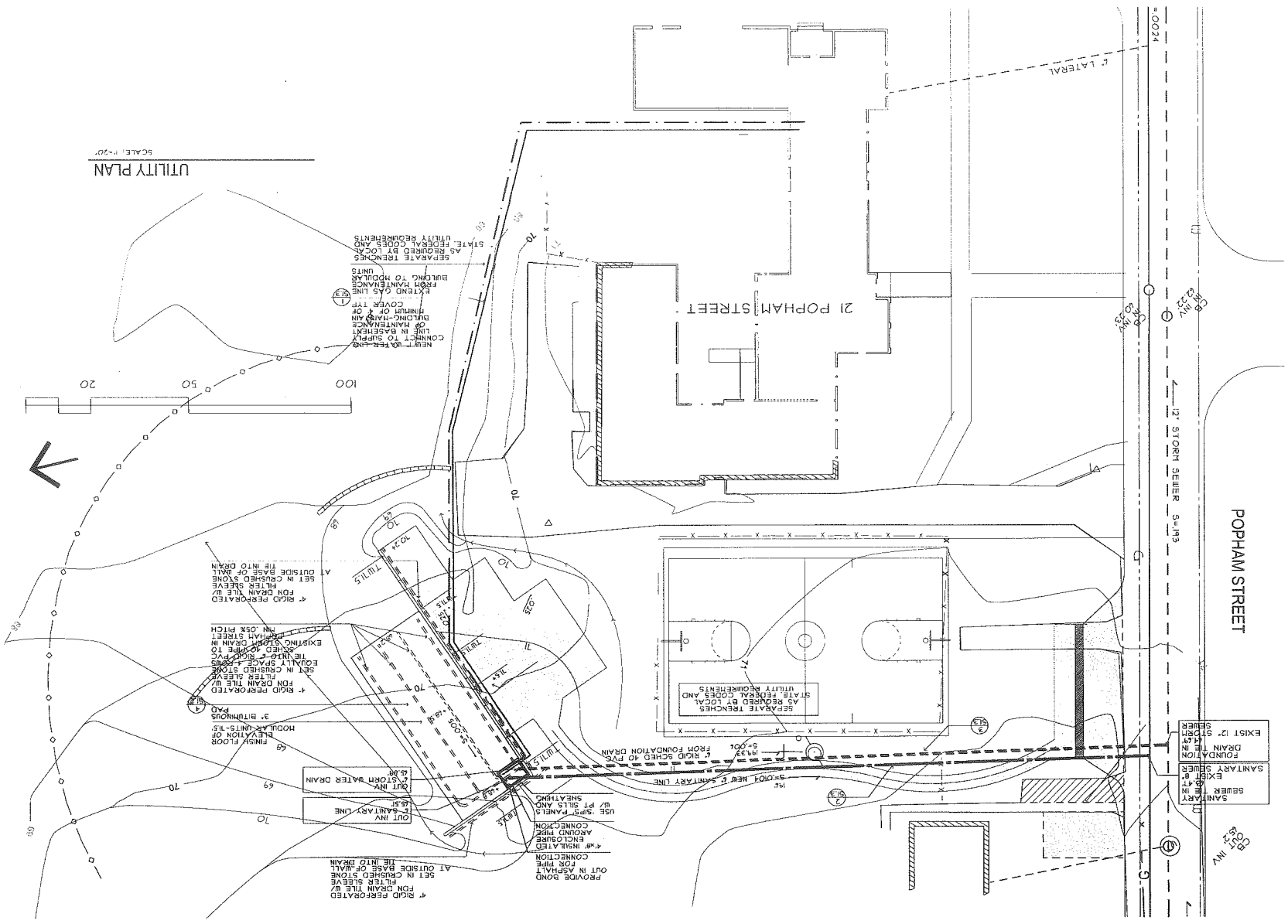












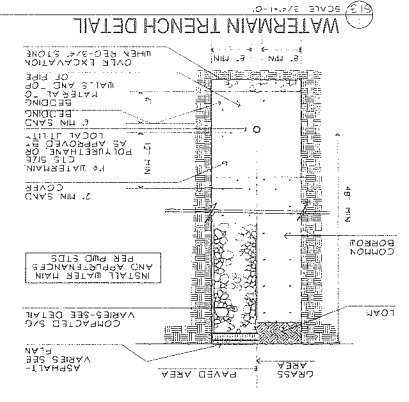
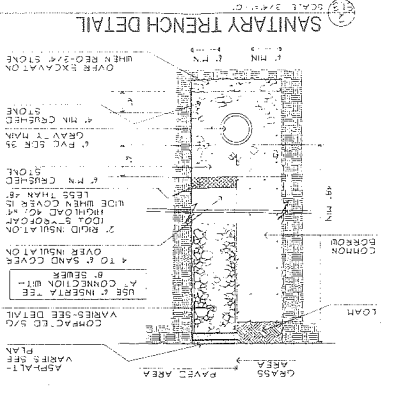
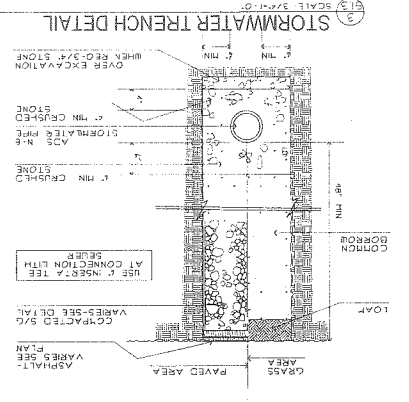
UTILITY PLAN  
SCALE: 1"=20'

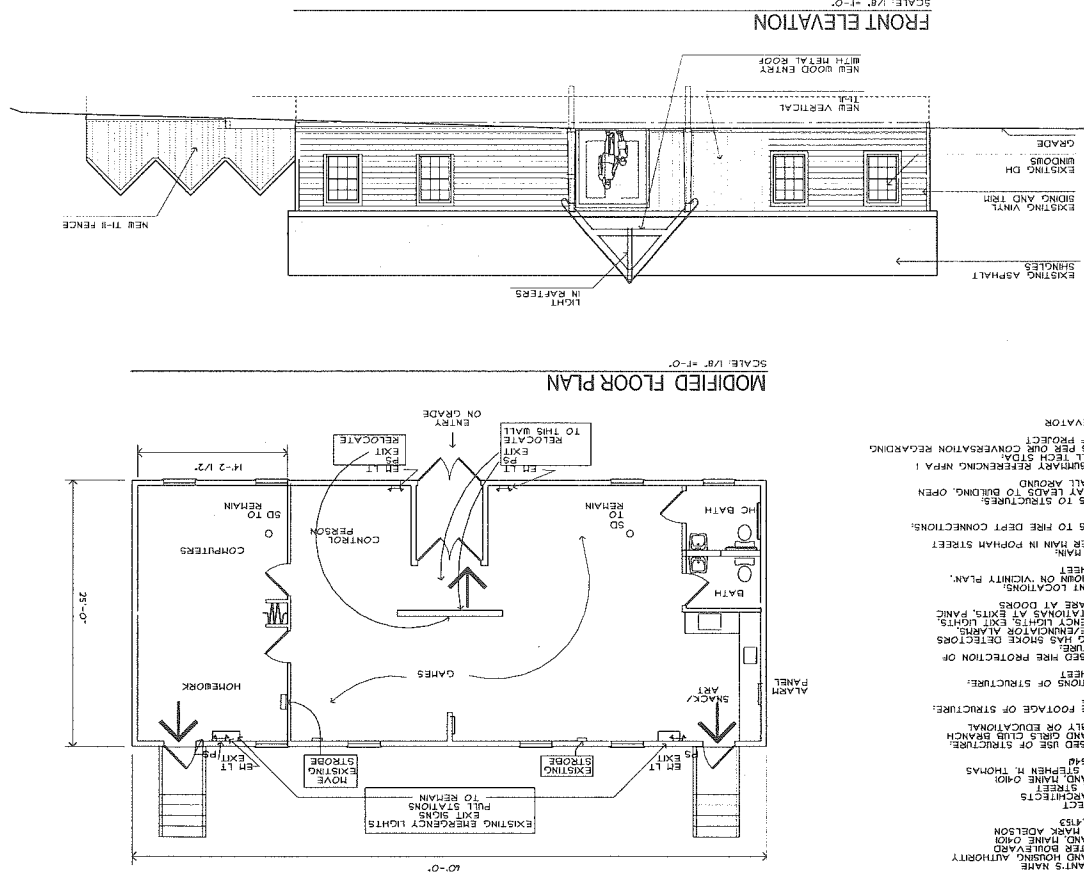
**TRENCH NOTES**

REMAINING TO THE EXCAVATION OF ALL AREAS REG. THEREAFTER SHALL BE COMPLETED TO THE SPECIFIED DENSITY. ALL TRENCHES SHALL BE EXCAVATED TO THE PROPER DEPTH AND BACKFILL WITH THE PROPER MATERIAL. ALL TRENCHES SHALL BE PROTECTED BY A MINIMUM DEPTH OF 18" MIN. SAND. ALL TRENCHES SHALL BE PROTECTED BY A MINIMUM DEPTH OF 18" MIN. SAND. ALL TRENCHES SHALL BE PROTECTED BY A MINIMUM DEPTH OF 18" MIN. SAND.

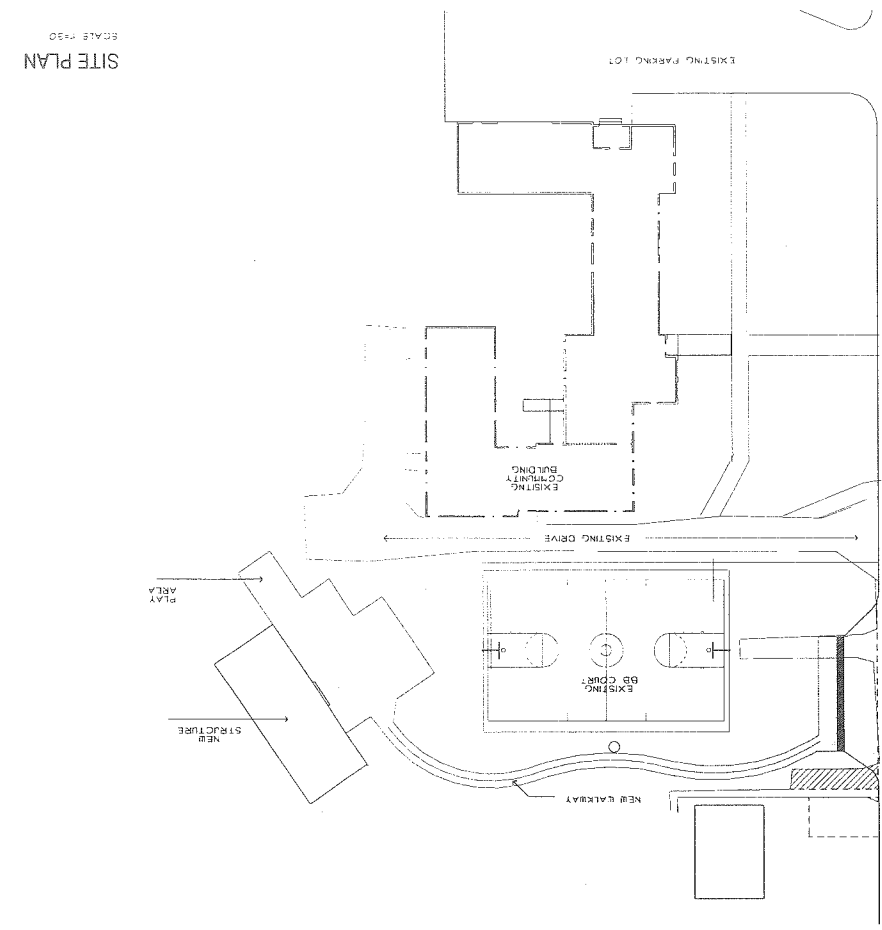
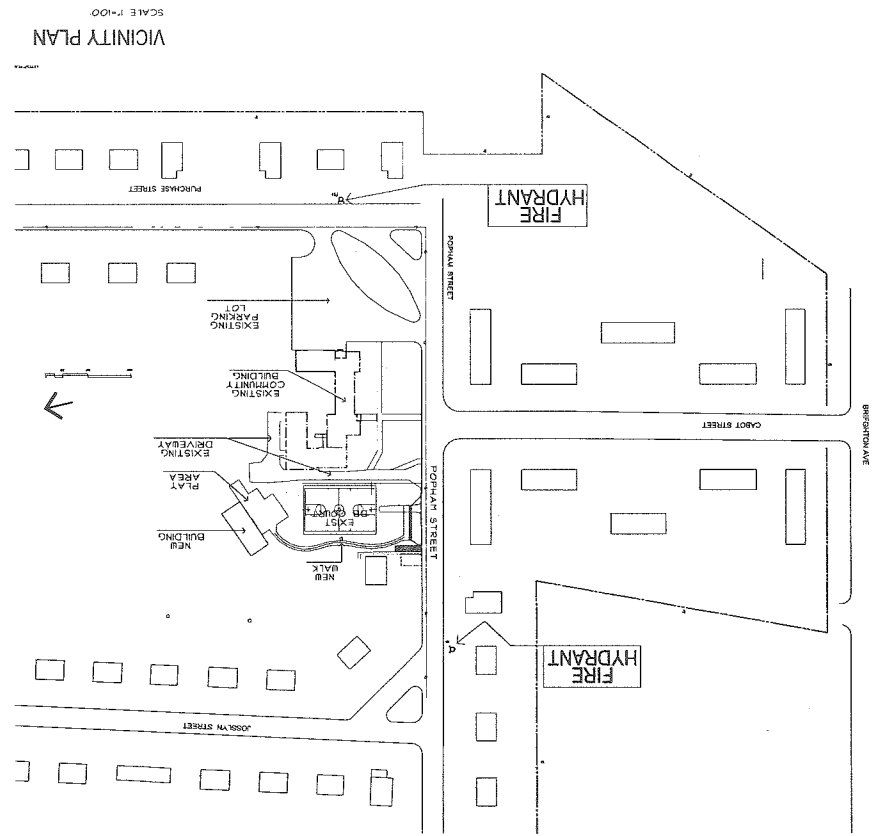
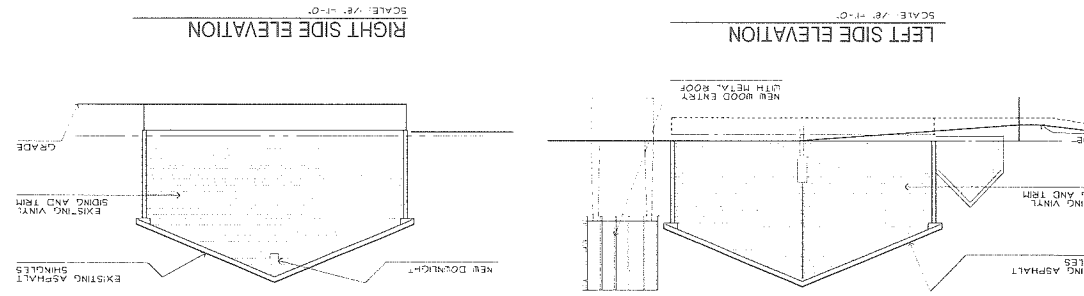
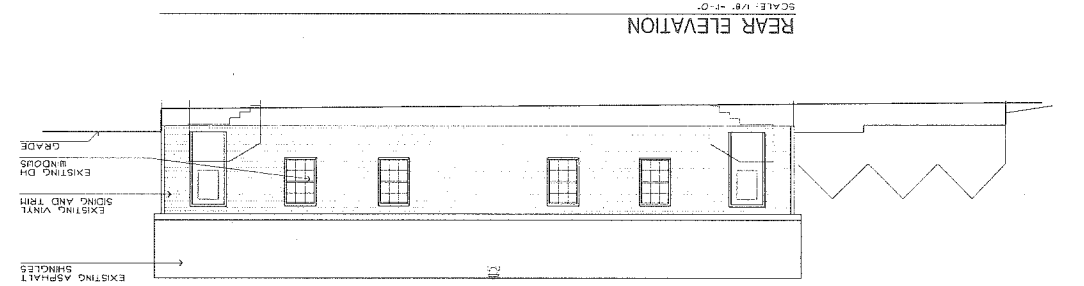
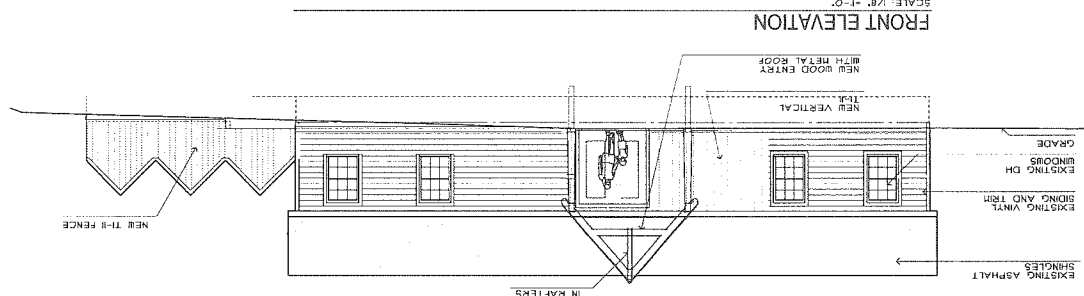
**COMPACTION NOTES**

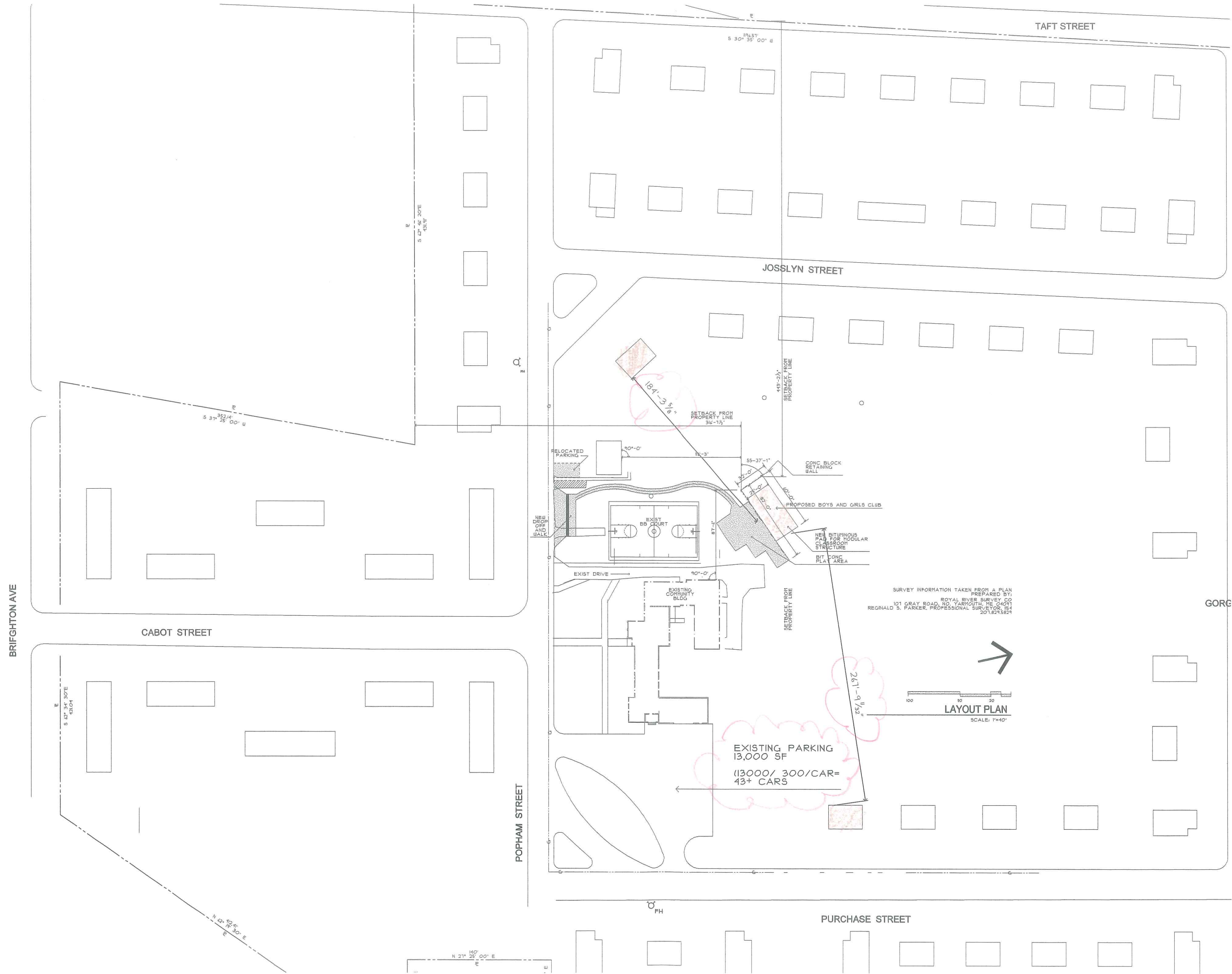
ALL FILL IN HORIZONTAL LAYERS NOT EXCEEDING 4" THICKNESS SHALL BE COMPACTED TO THE SPECIFIED DENSITY. ALL TRENCHES SHALL BE PROTECTED BY A MINIMUM DEPTH OF 18" MIN. SAND. ALL TRENCHES SHALL BE PROTECTED BY A MINIMUM DEPTH OF 18" MIN. SAND.



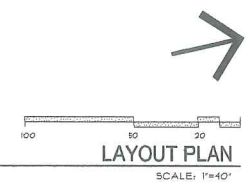


1. APPLICANT'S NAME: PORTLAND HOUSING AUTHORITY
2. ARCHITECT: CITY ARCHITECTS
3. PROPOSED USE OF STRUCTURE: PORTLAND YOUTH CENTER
4. SQUARE FOOTAGE OF STRUCTURE: 14,000 SQ. FT.
5. THIS SHEET: PROPOSED FIRE PROTECTION OF STRUCTURE
6. HYDRANT LOCATIONS: TWO SHOWN ON VICINITY PLAN.
7. PROPOSED FIRE PROTECTION OF STRUCTURE: BUILDING HAS SMOKE DETECTORS AND SMOKE EXHAUST SYSTEM. EMERGENCY LIGHTS, EXIT LIGHTS, HORN/STATION AT EXITS, PANIC HARBARS AT DOORS.
8. ACCESS TO FIRE DEPT CONNECTIONS: ACCESS TO FIRE DEPT CONNECTIONS TO BE MAINTAINED.
9. WATER MAIN: WATER MAIN IN POPHAM STREET.
10. ACCESS TO STRUCTURES: DRIVEWAY LEADS TO BUILDING, OPEN FIELD ALL AROUND.
11. CODE SURVEY REFERENCE: NFPA 1 AND ALL TECH STIP.
12. SIZE OF PROJECT: 14,000 SQ. FT.
13. N/A





SURVEY INFORMATION TAKEN FROM A PLAN PREPARED BY:  
 ROYAL RIVER SURVEY CO  
 101 GRAY ROAD, NO. YARMOUTH, ME 04071  
 REGINALD S. PARKER, PROFESSIONAL SURVEYOR, #54  
 201.821.5824



GTA2 architects  
 44 oak street  
 portland, maine 04101  
 207-771-5461 fax 774-0846

revisions  
 date  
 MAY 6, 2009

sheet title  
**LAYOUT PLAN**

scale  
 AS NOTED  
 drawn by  
 SMT  
 project number  
 0208

sheet number  
**S1.1**