



April 24, 2015

Dear Neighbor:

Please join us for a neighborhood meeting to discuss our plans for the development of 30 affordable apartment units at 72 Bishop Street.

Meeting Location: Park Danforth, 777 Stevens Avenue

Meeting Date: Tuesday, May 5th

Meeting Time: 6:00 pm

The city code requires that property owners within 500 feet of the proposed development and residents on an "interested parties list" be invited to participate in a neighborhood meeting. A sign-in sheet will be circulated and minutes of the meeting will be taken. Both the sign-in sheet and minutes will be submitted to the Planning Board.

If you have any questions, please call Brooks More, Avesta Housing 245-3339.

Sincerely,

Brooks More  
Avesta Housing

Note:

Under Section 14-32(C) and 14-525 of the City Code of Ordinances, an applicant for a Level III development, subdivision of over five lots/units, or zone change is required to hold a neighborhood meeting within three weeks of submitting a preliminary application or two weeks of submitting a final site plan application, if a preliminary plan was not submitted. The neighborhood meeting must be held at least seven days prior to the Planning Board public hearing on the proposal. Should you wish to offer additional comments on this proposed development you may contact the Planning Division at 874-8721 or send written correspondence to the Planning and Urban Development Department, Planning Division 4<sup>th</sup> Floor, 389 Congress Street Portland, ME 04101 or by email: to [bab@portlandmaine.gov](mailto:bab@portlandmaine.gov).

Neighborhood Meeting Certification

for

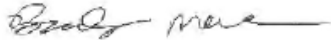
72 Bishop Street

I, Brooks More, hereby certify that a neighborhood meeting relative to the above-referenced property was held on May 5<sup>th</sup>, 2015 at The Park Danforth at 6:00pm.

I also certify that on April 24<sup>th</sup>, 2015, invitations were mailed to the following:

1. All addresses on the mailing list provided by the Planning Division which includes property owners within 500 feet of the proposed development or within 1000 feet of a proposed industrial subdivision or industrial zone change.
2. Residents on the "interested parties" list.
3. A digital copy of the notice was also provided to the Planning Division ([jmy@portlandmaine.gov](mailto:jmy@portlandmaine.gov) and [ldobson@portlandmaine.gov](mailto:ldobson@portlandmaine.gov)) and the assigned planner to be forwarded to those on the interested citizen list who receive e-mail notices.

Signed,



Brooks More

May 15, 2015

Attached to this certification are:

1. Copy of the invitation sent
2. Sign-in sheet
3. Meeting minutes

**MEETING MINUTES**  
**72 BISHOP STREET**  
**NEIGHBORHOOD MEETING**  
**May 5, 2015**  
**PARK DANFORTH AUDITORIUM**  
**777 STEVENS AVENUE**

**Greg Payne:** Introduced the team and overview of the project program, population and expected timeline.

**Bob Metcalf:** Reviewed the site plan as the same concept as presented during the zone change process. He reviewed the layout, circulation, landscaping, lighting and drainage, including water quantity and quality. He addressed questions raised by the abutters during the zone change process that were specific to engineered plans. Bob reviewed the expected parking demand for the proposed use and indicated that a traffic report has been submitted with the application. The proposed sidewalk extension was also presented, identifying potential grading easement, s, conflicts with existing vegetation and signs located in the right of way.

**Janet Parker:** Mayfield Street Resident asked to clarify the drainage and the landscaping. She also expressed concerns with the sidewalk along her property on Bishop Street regarding responsibility for snow removal and loss of trees along her sideline.

**Bob Metcalf:** Responded that the runoff from the site will not exceed what presently leaves the site and that the nature of the soil material used to raise the site will allow for some infiltration. The system has been designed to also address water quality as required do to the location in the Impaired Watershed for the Capisic Brook.

Note: Josh Praver; direct abutter arrived at 7:15. Bob Metcalf reviewed the site for a second time.

**Ben Walter:** Reviewed the architecture and interior program space and how the building would be used by residents and staff. He addressed how security systems (monitor cameras) and sign in desk at the main lobby functioned. Ben discussed how the interior space and access to the exterior public spaces would function. He discussed the elevations and character of the building including materials being proposed to respond to a quality building that will be low maintenance and last a long time.

**Josh Praver:** Concerned with how this would impact his property adjacent to this site. Raised concerns with this being a shelter and also did not think the architecture was a quality or interesting design.

**Ben Walter:** Responded that this is not a shelter and proceeded to provide an over view of the resident population and how it would function. Greg Payne and Jon Bradley followed up with additional discussion of the function and clientele/resident and program.

**Josh Praver:** He expressed concern with how a new sidewalk would impact his property.

**Bob Metcalf:** Responded that the sidewalk was within the city right of way and that his sign encroached into the right of way and would need to be relocated. The existing trees are close to the edge of the proposed sidewalk and will be protected during construction of the sidewalk. There is one that is very close to the lot line.

**Alan Thibeault UNE:** Asked for clarification of the age group expected.

**Jon Bradley:** Responded that the population will be older chronically homeless individuals that are medically compromised. Old in the homeless population begins in the 50's. Individuals are less mobile, will be supervised.

**Josh Praver:** Requested a copy of the site plan as he could not really understand what was being proposed and wanted an opportunity to study the plan. Greg Payne agreed to provide him with a PDF of the plan. (Subsequently sent by M&A).

**Greg Payne:** Thanked everyone for coming and hoped we had addressed their questions and indicated that we would be on a workshop agenda, date pending.



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