

# CITY OF PORTLAND, MAINE

## PLANNING BOARD

Elizabeth Boepple, Chair  
Sean Dundon, Vice Chair  
Carol Morrisette  
David Eaton  
Brandon Mazer  
Lisa Whited  
Maggie Stanley

May 24, 2017  
(Revised 6-6-17)

Bob LeBlanc  
547 Riverside, LLC  
59 Moody Street  
Portland, ME 04101

Will Savage, P.E.  
Acorn Engineering, INC  
158 Danforth Street  
Portland ME, 04102

Project Name: **547 Riverside Street: 504-unit self-storage facility**  
Project ID: #2017-025 (Site Plan and Site Location of Development)  
Address: 547 Riverside CBL: 312/B/008-012  
Applicant: Bob LeBlanc  
Planner: Matthew Grooms

Dear Mr. LeBlanc and Mr. Savage:

On May 23, 2017, the Planning Board considered a proposal for a new 504 unit self-storage facility on 6.67 acres located at 547 Riverside Street in the I-M industrial zone. Ten parking spaces are proposed with vehicular access being provided via an existing curb cut on Riverside Street. Additional site improvements include the use of pervious pavers to facilitate on-site stormwater management and landscaping intended to buffer this property against residential uses and Leighton Avenue. The Planning Board reviewed the proposal for conformance with the standards of the Site Plan and I-M zoning ordinance, and the requirements of the Site Location of Development Act.

The Planning Board voted 5-0 (Stanley and Mazer absent) to approve the application with the following waiver and conditions as presented below:

### A. WAIVER

On the basis of the application, plans, reports and other information submitted by the applicant; findings and recommendations contained in the Planning Board report for the public hearing on May 23, 2017 for application 2017-025 relevant to Portland's technical and design standards and other regulations; and the testimony presented at the Planning Board hearing:

- i. Based upon the Consulting Traffic Engineer's review, the Planning Board waives the Division 20, Section 14-332 (1) (Off-Street Parking) to allow ten (10) parking spaces as depicted in the plan, permitted by the Planning Board under Section 14-332.2 which states that where construction is proposed of new structures having a total floor area in excess of fifty thousand (50,000) square feet, the planning board shall establish the parking requirement for such structures. The parking requirement shall be determined based upon a parking analysis submitted by the applicant and upon the recommendation of the city transportation engineer;

- ii. The Planning Board finds based upon the consulting transportation engineer's review, that extraordinary conditions exist or undue hardship may result from strict compliance with the *Technical Manual* standard (*Section 1.7.2.7*) which requires that along arterial, collector streets or local streets, the minimum acceptable spacing between multiple driveways for driveways on adjacent lots shall be one hundred and fifty (150) feet where the speed limit is thirty-five (35) mph, that substantial justice and the public interest are secured with the proposed variation in this standard, and that the variation is consistent with the intent of the ordinance. The Planning Board waives the *Technical Manual* standard (*Section 1.7.2.7*) to allow a minimum separation of 85' feet.

## **B. SITE PLAN AND SITE LOCATION OF DEVELOPMENT REVIEW**

On the basis of the application, plans, reports and other information submitted by the applicant; findings and recommendations contained in the Planning Board Report for the public hearing on May 23, 2017 for application 2017-025 relevant to the Portland's site plan standards and the Site Location of Development Act regulations; and the testimony presented at the Planning Board hearing, the Planning Board finds that the plan is in conformance with the site plan standards of the land use code, subject to the following conditions of approval that must be met prior to the issuance of a building permit, unless otherwise stated:

- i. The applicant shall provide a photometric plan which demonstrate acceptable light trespass.
- ii. The applicant shall provide a maintenance agreement for the stormwater drainage system, which shall be submitted, signed and recorded prior to the issuance of a Certificate of Occupancy. A copy shall be submitted to the Department of Public Works.
- iii. The applicant shall provide a donation of \$2,500 to the Public Art Fund.

## **STANDARD CONDITIONS OF APPROVAL**

Please note the following standard conditions of approval and requirements for all approved site plans:

1. **Stormwater Management** The developer/contractor/subcontractor must comply with conditions of the construction stormwater management plan and sediment and erosion control plan based on City standards and state guidelines.

The owner/operator of the approved stormwater management system and all assigns shall comply with the conditions of Chapter 32 Stormwater including Article III, Post Construction Stormwater Management, which specifies the annual inspections and reporting requirements. A maintenance agreement for the stormwater drainage system, as attached, or insubstantially the same form with any changes to be approved by Corporation Counsel, shall be submitted and signed prior to the issuance of a building permit with a copy to the Department of Public Services.

2. **Develop Site According to Plan** The site shall be developed and maintained as depicted on the site plan and in 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 Planning Authority pursuant to the terms of Chapter 14, Land Use, of the Portland City Code.
3. **Separate Building Permits Are Required** This approval does not constitute approval of building

plans, which must be reviewed and approved by the City of Portland's Permitting and Inspection Division.

4. **Site Plan Expiration** The site plan approval will be deemed to have expired unless work has commenced within one (1) year of the approval or within a time period up to three (3) years from the approval date as agreed upon in writing by the City and the applicant. Requests to extend approvals must be received before the one (1) year expiration date.
5. **Performance Guarantee and Inspection Fees** A performance guarantee covering the site improvements, inspection fee payment of 2.0% of the guarantee amount and six (6) final sets of plans must be submitted to and approved by the Planning Division and Public Works Department prior to the release of a subdivision plat for recording at the Cumberland County Registry of Deeds, and 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 site plan application for staff review and approval.
6. **Defect Guarantee** A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
7. **Preconstruction Meeting** Prior to the release of a building permit or site construction, a pre-construction meeting shall be held at the project site. This meeting will be held with the contractor, Development Review Coordinator, Public Work's representative and owner to review the construction schedule and critical aspects of the site work. At that time, the Development Review Coordinator will confirm that the contractor is working from the approved site plan. 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. **Department of Public Works Permits** 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.)
9. **As-Built Final Plans** Final sets of 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.
10. **Mylar Copies** Mylar copies of the as-built drawings for the public streets and other public infrastructure in the subdivision must be submitted to the Public Works Department prior to the issuance of a certificate of occupancy.

The Development Review Coordinator must be notified five (5) working days prior to the 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 there are any questions, please contact Matthew Grooms at (207) 874- 8725.

Sincerely,



Elizabeth Boepple, Chair  
Portland Planning Board

**Attachments:**

1. Development Review with Applicant Responses dated March 22, 2017
2. Woodard and Curran Memo dated March 22, 2017
3. Waiver Comments Email dated March 30, 2017
4. City Arborist Comments dated March 31, 2017
5. Woodard and Curran Memo dated May 16, 2017
6. T.Y. Lin Comments dated May 17, 2017
7. Planning Board Report
8. Sample Stormwater Maintenance Agreement
9. Performance Guarantee Packet

**Electronic Distribution: cc.**

Jeff Levine, AICP, Director of Planning and Urban Development  
Stuart O'Brien, City Planning Director  
Barbara Barhydt, Development Review Services Manager  
Matthew Grooms, Planner  
Philip DiPiero, Development Review Coordinator, Planning  
Mike Russell, Director of Permitting and Inspections  
Ann Machado, Zoning Administrator, Inspections Division  
Jonathan Rioux, Inspections Division Deputy Director  
Jeanie Bourke, Plan Reviewer/CEO, Inspections Division  
Chris Branch, Director of Public Works  
Katherine Earley, Engineering Services Manager, Public Works

Doug Roncarati, Stormwater Coordinator, Public Works  
Greg Vining, Associate Engineer, Public Works  
Michelle Sweeney, Associate Engineer, Public Works  
John Low, Associate Engineer, Public Works  
Rhonda Zazzara, Field Inspection Coordinator, Public Works  
Jeff Tarling, City Arborist, Public Works  
Jeremiah Bartlett, Public Works  
Keith Gautreau, Fire Department  
Danielle West-Chuhta, Corporation Counsel  
Thomas Errico, P.E., TY Lin Associates  
Lauren Swett, P.E., Woodard and Curran  
Rick Blackburn, Assessor's Department  
Approval Letter File

# Planning and Urban Development Department

## Planning Division



March 22, 2017

Bob LeBlanc  
547 Riverside, LLC  
59 Moody Street  
Portland, ME 04101

Will Savage, P.E.  
Acorn Engineering, INC.  
158 Danforth Street  
Portland, ME 04102

RE: Staff Review Comments for 547 Riverside Self-Storage Containers (2017-025)

Project Name: 547 Riverside Self-Storage Containers  
Project ID: (2017-025)  
Project Address: 547 Riverside Street  
CBL: 12-P-018, 12-P-007  
Applicant: Robert LeBlanc  
Planner: Matthew Grooms

Dear Mr. LeBlanc,

Thank you for submitting a Level III Site Plan and Site Location of Development application for the development of a 504-unit self-storage facility located at 547 Riverside Street within the I-M Industrial Zone. This proposal is being reviewed as a preliminary plan subject to review by the Planning Board under the following applicable Land Use Code provisions:

- I-M, I-Ma and I-Mb Industrial Zones, Division 14, Article III
- Off-Street Parking, Division 20, Article III
- Site Plan Ordinance, Article V

### **Final Plan for Planning Board Review: Staff Review Comments**

#### **Traffic Engineering**

1. The project is not expected to generate a significant amount of traffic generation and thus the project would not be expected to create traffic congestion or safety deficiencies. A Traffic Movement Permit is not required.
2. The applicant should determine if a waiver is required for driveway separation on Riverside Street. If conditions do not meet City Standards, the applicant should provide supporting documentation for a waiver request.
3. I have reviewed the construction management plan and generally find it to be acceptable.
4. The driveway shall be designed such that a maximum cross-slope of 2% is provided along the sidewalk accessible route.

## Site Plan Review

5. Per Section 14-250(h), the pavement setback from lot boundaries shall be a minimum of 10' feet. Past the choke point, approximately 140' feet east of the property line along Riverside Street, it appears that the edge of pavement is just 6' feet from the northerly property line. Past this bottleneck, the driveway shall be relocated to meet the city's 10' feet standard.
6. The City's off-street parking standards require a minimum of 1 parking space/1,000 sf of floor space for self-storage uses, for a total of 81 parking spaces for this project. Ten parking spaces have been provided. Please submit a written waiver request for a reduction in required parking.
7. Designated snow storage locations shall be called out on the site plan.
8. How will waste on site be managed? Will there be any exterior refuse containers? If so, these shall be adequately identified and screened per Sections 14-527(f) and 14-526(b) respectively.
9. What are the intended hours of operation for this facility?
10. The applicant has stated that separate lighting detail cut sheets and associated photometric will be supplied with the final plan submittal. Please note that the location of any exterior lighting shall be called out on the proposed site plan.
11. On Sheet C-10, Site Plan, a proposed sliding gate is called out with reference to a separate detail and "Note 3". There does not appear to be a "Note 3" and in looking at the two site detail sheets, there does not appear to be a detail for either the 6' foot security fence or gate. These items shall be included with the subsequent submission.

## Fire Department Review

1. Are there going to be any proposed hydrants? Location and distance for the nearest hydrant?
2. Premises Identification:
  - a. The main entrance of the building must be the address for the property. This should be consistent with 911, tax assessor, Inspections Division and future mailing address.
  - b. Street addresses shall be marked on the structure and shall be as approved by the City E-911 Addressing Officer.
  - c. If the building entry faces a different street, both the street name and number should be large enough to read from the street.
  - d. Address numbers must be a minimum of 4 inches high.
  - e. The number should be in Arabic numerals rather than spelled out (for example, "130" instead of "One Hundred and Thirty").
  - f. Color: Addresses should be in a color that contrasts with the background.
  - g. Whenever possible, should be illuminated.
  - h. Provide additional address signs at entrances to the property when the building address is not legible from the public street.
  - i. Buildings set back in groups that share common entrances can make quickly locating a specific building and the shortest route difficult. On such sites, additional signs with directional arrows and/or diagrams of the buildings and access layout should be posted.

**Additional Submittals Required:**

Please upload the digital plans and documents to address staff comments. Upon receipt of the revised material, the City of Portland will review the additional plans and information for conformance with applicable ordinances. Please be aware that an application expires within 120 days of the date upon which this written request for additional information was made and only one set of revised plans may be submitted for review. This item has been scheduled for a Planning Board Workshop on Thursday, April 6, 2017. Once reviews are complete, the Planning Board will approve, approve with conditions, or deny the final site plan and site location of development.

If you have any questions, feel free to contact me at (207) 874-8725 or by email at mgrooms@portlandmaine.gov.

Sincerely,

Matthew Grooms  
Planner

**Electronic Distribution:**

Tuck O'Brien, Planning Division Director  
Barbara Barhydt, Development Review Services  
Manager  
Victoria Morales, Associate Corporation  
Counsel

Anne Machado, Zoning Administrator  
Captain Keith Gautreau, Fire  
Jeff Tarling, City Arborist  
Tom Errico, P.E., TY Lin Associates  
Lauren Swett, P.E., Woodard & Curran

## MEMORANDUM



**TO:** Matt Grooms, Planner  
**FROM:** Lauren Swett, PE & Craig Sweet, EIT  
**DATE:** March 22, 2017  
**RE:** 547 Riverside Street, Level III Site Plan Application

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Woodard & Curran has reviewed the Level III Site Plan Application for the proposed Development located at 547 Riverside Street in Portland, Maine. The project involves the construction of a self storage facility which will include approximately 500 recycled shipping containers and increase the impervious area by approximately 3.5 acres.

### Documents Reviewed by Woodard & Curran

- Level III Site Plan Application and attachments, dated February 2, 2017, prepared by Acorn Engineering, Inc, on behalf of 547 Riverside LLC.
- Engineering Plans, Sheets C-01, C-02, EX, C-03, C-10, L-1, C-20, C-30, C-40, C-41, C-42, C-43, C-44, C-45, and C-46, dated February 2, 2017, prepared by prepared by Acorn Engineering, Inc, on behalf of 547 Riverside LLC.
- Structural Plans, Sheets S1.0, S1.1, and S1.2 prepared by Structural Integrity, on behalf of 547 Riverside, LLC.

### Comments

- 1) The Applicant has indicated that a Tier 1 NRPA permit has been filed with the MaineDEP to fill approximately 6,350 square feet of wetland, and noted that a copy will be forwarded to the City upon approval.
- 2) Per Section 13 of the City's Technical Manual, the Applicant is required to submit a Boundary Survey that has been Stamped by a Maine Licensed Professional Surveyor.
- 3) In accordance with Section 5 of the City of Portland Technical Manual, a Level III development project is required to submit a stormwater management plan pursuant to the regulations of MaineDEP Chapter 500 Stormwater Management Rules, including conformance with the Basic, General, and Flooding Standards. We are currently assuming that the City of Portland will have delegated review of stormwater for this project, but understand that the City is currently waiting for confirmation from the MaineDEP. We offer the following comments:
  - a) Basic Standard: Plans, notes, and details have been provided to address erosion and sediment control requirements, inspection and maintenance requirements, and good housekeeping practices in accordance with Appendix A, B, & C of MaineDEP Chapter 500.
    - It is noted that the plans call for the use of an erosion control berm, but the detail provided is for silt fence. The Applicant should clarify.
    - Based on proposed grading, it appears that the sedimentation barrier should extend along the northern and southern edges of the property, in addition to the areas currently shown.
    - We recommend that the Applicant consider erosion control blanket on proposed perimeter slopes, to help prevent erosion onto adjacent properties.
  - b) General Standard: The project will result in an increase in impervious area of approximately 3.5 acres and is required to include specific stormwater management features for stormwater quality control. The Applicant is proposing to treat stormwater using a pervious concrete stormwater filter system.
    - Per the Maine DEP Stormwater BMP Manual, the Applicant should verify that adequate separation between the base of the filter and the groundwater elevation is provided. In addition, the existing subsurface infiltration rate should also be confirmed.
    - Calculations verifying that the filter layer will provide for adequate storage of 1-inch of rainfall from the area draining to the pervious concrete should be provided, per the requirements of the Maine DEP Stormwater BMP Manual.





- Additional specification should be provided for the Type D gravel specified for the Gravel Filter Course to ensure that adequate fines will be included in the material. The material specified is the MaineDOT Type D gravel which, per the MaineDOT specification, could have between 0 and 7% fines content. The Maine DEP Stormwater BMP requires that the filter material contain between 4% and 7% fines.
- c) Flooding Standard: The project will result in an increase in impervious area of approximately 3.5 acres. The stormwater management plan indicates that the project will reduce flows from the pre-development to the post-development condition in accordance with the Flooding Standard. The Applicant should clarify the following additional stormwater questions, and verify that following any changes to the model that the Flooding Standard will continue to be met.
- Additional information is required on the stormwater system proposed for the western side of the site. The plans indicate that pipe lengths and slopes are to be determined. The stormdrain connection is shown tying into an underdrain pipe within Riverside Street. This type of connection is not typical (note that we are forwarding our comments to the Water Resources Division at Public Works for consideration). In addition, the HydroCAD model for this area of the project indicates that the drainage structures will be in a flooding condition with water elevations above the rim during all modeled storm events. The Applicant should review this section of the stormwater management system and provide additional clarification on design intent.
  - Post-development subcatchment 2S includes the grassed and wetland areas surrounding the proposed porous pavement however, the grading plan shows that these areas are graded away from the porous pavement. These areas are not being impacted by construction, and should not be directed to the pervious pavement in the post-development model so that the pre- and post-development modeling of the area remains consistent.
- 4) It is noted that grading is proposed to the property boundary. The Applicant should consider the potential need for temporary construction easements, or include notation that construction is not to extend onto abutting properties.



Matthew Grooms <mgrooms@portlandmaine.gov>

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## 547 Riverside Waivers (2017-025)

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Tom Errico <thomas.errico@tylin.com>

Thu, Mar 30, 2017 at 8:41 AM

To: Matthew Grooms <mgrooms@portlandmaine.gov>, Bruce Hyman <bhyman@portlandmaine.gov>

Hi Matt – I have reviewed the request for waivers provided by the applicant and I have the following comments.

- Bicycle Parking – I will let Bruce provide final guidance on this. One option would be to provide a few bicycle parking spaces at the office building for employees.
- Parking Aisle Width – I support a waiver from the City's Technical Standards given expected use of the site.
- Driveway Separation – The applicant should locate the driveway on Riverside Street to maximize separation to the abutting northerly driveway. I am generally supportive of a waiver given low traffic generating characteristics. Although I suspect not feasible, the applicant should discuss access to Leighton Avenue as an option.

If you have any questions, please contact me.

Best regards,

Thomas A. Errico, PE  
Senior Associate  
Traffic Engineering Director  
**TYLIN** INTERNATIONAL

12 Northbrook Drive

Falmouth, ME 04105

207.781.4721 (main)

207.347.4354 (direct)

207.400.0719 (mobile)

207.781.4753 (fax)

[thomas.errico@tylin.com](mailto:thomas.errico@tylin.com)

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"One Vision, One Company"

Please consider the environment before printing.

**From:** Matthew Grooms [mailto:[mgrooms@portlandmaine.gov](mailto:mgrooms@portlandmaine.gov)]

**Sent:** Wednesday, March 29, 2017 3:05 PM

**To:** Tom Errico <[thomas.errico@tylin.com](mailto:thomas.errico@tylin.com)>; Bruce Hyman <[bhyman@portlandmaine.gov](mailto:bhyman@portlandmaine.gov)>

**Subject:** 547 Riverside Waivers (2017-025)

Hi Tom and Bruce,

[Quoted text hidden]

Notice: Under Maine law, documents - including e-mails - in the possession of public officials or city employees about government business may be classified as public records. There are very few exceptions. As a result, please be advised that what is written in an e-mail could be released to the public and/or the media if requested.



Matthew Grooms <[mgrooms@portlandmaine.gov](mailto:mgrooms@portlandmaine.gov)>

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## 547 Riverside Waivers (2017-025)

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**Bruce Hyman** <[bhyman@portlandmaine.gov](mailto:bhyman@portlandmaine.gov)>

Thu, Mar 30, 2017 at 9:10 AM

To: Tom Errico <[thomas.errico@tylin.com](mailto:thomas.errico@tylin.com)>

Cc: Matthew Grooms <[mgrooms@portlandmaine.gov](mailto:mgrooms@portlandmaine.gov)>

Bicycle Parking: Concur with Tom that at a minimum 1 bicycle rack with a capacity for 2 bikes should be placed near the entrance to the office on a firm and stable surface of sufficient size.

Bruce

On Thu, Mar 30, 2017 at 8:41 AM, Tom Errico <[thomas.errico@tylin.com](mailto:thomas.errico@tylin.com)> wrote:

[Quoted text hidden]

--

Bruce Hyman  
Transportation Program Manager  
Transportation Division

Department of Planning & Urban Development  
389 Congress Street  
Portland, Maine 04101  
(207) 874-8717 phone

[bhyman@portlandmaine.gov](mailto:bhyman@portlandmaine.gov)  
<http://www.portlandmaine.gov/1363/Transportation-Division>  
*Yes! Transportation's Good Here ....*



Matthew Grooms <mgrooms@portlandmaine.gov>

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## 547 Riverside Street

---

Jeff Tarling <jst@portlandmaine.gov>

Fri, Mar 31, 2017 at 9:03 AM

To: Matthew Grooms <mgrooms@portlandmaine.gov>, Barbara Barhydt <bab@portlandmaine.gov>

Matt -

I have reviewed the proposed 547 Riverside Street (Self Storage Project) and offer the following comments:

Due to the scale of the project it would be recommended to see more in the way of landscape buffering. The project shows some undersized Taxus or Yews up near Riverside Street which would not offer much in the way of buffering and uses perennials which are nice up close but do little in the way of adding the landscape needed for a project of this size. These plants should be upgraded to Arborvitae 5-6' height.

Additional Recommendations:

- 1) Street & Parking Lot shade trees - plant two threes near the entrance on Riverside Street, five Red Maple trees (2" caliper) near the parking lot, see attached photo.
- 2) Landscape buffer along Leighton Avenue - Recommended to have seven street trees (2" caliper) perhaps with landscape features or shrubs along Leighton Avenue.
- 3) Buffer planting along edges - with future development potentials unknown on adjacent properties the northeast and southern or Turnpike side edge would benefit with the planting of 12 conifers - could be one species or a mix of White Spruce, Larch, or hardwoods adaptable to the site conditions. These might be Red Maple, Tupelo. Trees in this area could be smaller 1.5" size. Shrub grouping of Viburnum, Alder, or Winterberry would be acceptable as well.

Overall the project covers a substantial area similar to a large warehouse the landscape treatment should be similar. Recommended tree and landscape features are reasonable additions and will help this project fit into the surrounding Riverside neighborhood landscape.

Thanks,

Jeff Tarling  
City Arborist - City of Portland Maine  
Parks, Recreation & Facilities Department  
Forestry & Horticulture  
212 Canco Road  
Portland, ME. 04103  
(207) 808-5446  
[jst@portlandmaine.gov](mailto:jst@portlandmaine.gov)



## MEMORANDUM



**TO:** Matt Grooms, Planner  
**FROM:** Lauren Swett, PE & Craig Sweet, EIT  
**DATE:** May 16, 2017  
**RE:** 547 Riverside Street, Level III Site Plan Response to Comments

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Woodard & Curran has reviewed the Level III Site Plan Response to Comments for the proposed Development located at 547 Riverside Street in Portland, Maine. The project involves the construction of a self-storage facility which will include approximately 500 recycled shipping containers and increase the impervious area by approximately 3.5 acres.

### **Documents Reviewed by Woodard & Curran**

- Level III Site Plan Application response to comments and attachments, dated April 19, 2017, prepared by Acorn Engineering, Inc, on behalf of 547 Riverside LLC.
- Engineering Plans, , dated April 18, 2017, prepared by Acorn Engineering, Inc, on behalf of 547 Riverside LLC.

### **Comments**

- 1) In accordance with Section 5 of the City of Portland Technical Manual, a Level III development project is required to submit a stormwater management plan pursuant to the regulations of MaineDEP Chapter 500 Stormwater Management Rules, including conformance with the Basic, General, and Flooding Standards. We are currently assuming that the City of Portland will have delegated review of stormwater for this project, but understand that the City is currently waiting for confirmation from the MaineDEP. We offer the following comments:
  - a) Basic Standard: Plans, notes, and details have been provided to address erosion and sediment control requirements, inspection and maintenance requirements, and good housekeeping practices in accordance with Appendix A, B, & C of MaineDEP Chapter 500.
  - b) General Standard: The project will result in an increase in impervious area of approximately 3.5 acres and is required to include specific stormwater management features for stormwater quality control. The Applicant is proposing to treat stormwater using a pervious concrete stormwater filter system.
  - c) Flooding Standard: The project will result in an increase in impervious area of approximately 3.5 acres. The stormwater management plan indicates that the project will reduce flows from the pre-development to the post-development condition in accordance with the Flooding Standard.
- 2) We have reviewed the stormwater connection in Riverside Street with Public Works. The connection to the existing underdrain pipe is acceptable. City data indicates that the existing underdrain pipe is 18 inches in diameter. The City has noted that an insert-a-tee connection may not be possible as the size of the new pipe is more than half the diameter of the connecting pipe, and a saddle connection may be necessary.
- 3) All other comments have been addressed.



Matthew Grooms &lt;mgrooms@portlandmaine.gov&gt;

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## 547 Riverside Street - Final Traffic Comments

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Tom Errico &lt;thomas.errico@tylin.com&gt;

Wed, May 17, 2017 at 4:36 PM

To: Matthew Grooms &lt;mgrooms@portlandmaine.gov&gt;

Cc: Katherine Earley &lt;kas@portlandmaine.gov&gt;, Jeremiah Bartlett &lt;JBartlett@portlandmaine.gov&gt;, Lauren Swett &lt;lswett@woodardcurran.com&gt;, Jeff Tarling &lt;jst@portlandmaine.gov&gt;

Hi Matt – I have reviewed the updated application materials and offer the following final traffic comments as a status update of my March 21, 2017 comments.

- The project is not expected to generate a significant amount of traffic generation and thus the project would not be expected to create traffic congestion or safety deficiencies. A Traffic Movement Permit is not required.

**Status: I have no further comment.**

- The applicant should determine if a waiver is required for driveway separation on Riverside Street. If conditions do not meet City Standards, the applicant should provide supporting documentation for a waiver request.

**Status: The applicant has provided documentation in support of this design waiver. Given low traffic volumes and driveway width adjustments, I support a waiver from the City's Technical Standards for driveway separation.**

- I have reviewed the construction management plan and generally find it to be acceptable.

**Status: I have no further comment.**

- The driveway shall be designed such that a maximum cross-slope of 2% is provided along the sidewalk accessible route.

**Status: The applicant has noted that the plans include this requirement and therefore I have no further comment.**

If you have any questions, please contact me.

Best regards,

Thomas A. Errico, PE  
Senior Associate  
Traffic Engineering Director

**TYLIN** INTERNATIONAL

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5/19/2017

City of Portland Mail - 547 Riverside Street - Final Traffic Comments

thomas.errico@tylin.com

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"One Vision, One Company"



# PLANNING BOARD REPORT PORTLAND, MAINE

504 Unit Self-Storage Facility  
547 Riverside Street  
Level III Site Plan and Site Location of Development  
2017-025

Submitted to: Portland Planning Board Date: May 19, 2017 Public Hearing Date: May 23, 2017	Prepared by: Matthew Grooms, Planner CBL: 045-E-021 Project #: 2017-025
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## I. INTRODUCTION

Developer Robert LeBlanc has requested a final Level III site plan review of a 504-unit self-storage facility located at 547 Riverside Street immediately west of Interstate 95, and north of Leighton Street. The proposed development involves the reuse of 504 recycled shipping containers as individual self-storage units with a separate shipping container, located towards the front of the property, serving as a small administrative office. This site would be accessed via an existing curb-cut located between a single-family structure and the Phoenix Welding site. Ten (10) surface parking spaces are proposed, each located adjacent to the small office unit, with further site access being restricted by a security gate and fence. This site is located within the I-M Industrial zone, a zone where the use 'self-storage' is not explicitly permitted or prohibited. The applicant is requesting that this use be classified as a performance based use, as outlined in Section 14-248.



Figure 1: Aerial View

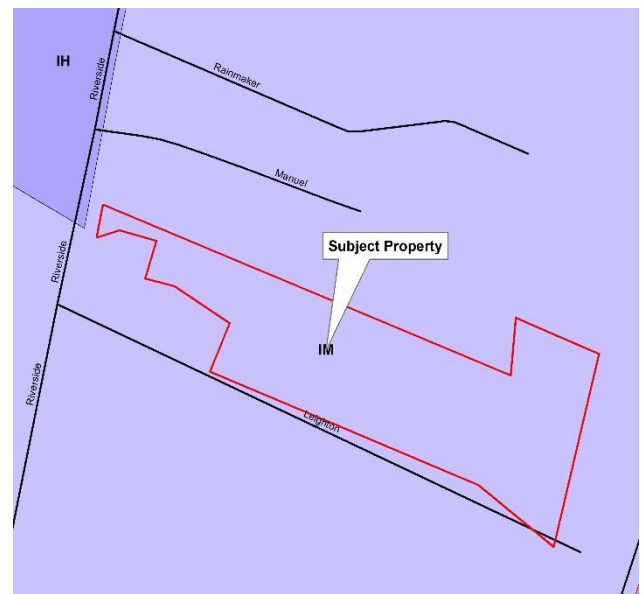
Given the extent of new impervious surface proposed for this project, this development is subject to review under the Site Location of Development Act.

The Planning Board will review the application for compliance with the site plan standards and the Site Location of Development Act requirements.

A total of 87 notices were sent to property owners within 500 feet of the site and a legal ad ran on May 15<sup>th</sup> and 16<sup>th</sup>, 2017. No public comments have been received by the Planning Office.

**Applicant:** Robert LeBlanc

**Consultants:** Will Savage, Acorn Engineering INC, Owen Haskell, Tom Jewell, Sam Lebel, Acorn Engineering, INC, Olivia Dawson, Acorn Engineering INC



**II. REQUIRED REVIEWS**

<b>Waiver Requests</b>	<b>Applicable Standards</b>
Vehicle Parking – To allow ten (10) parking spaces, a reduction of seventy-one (71) parking spaces from the required total of eighty-one (81) parking spaces.  <u>Staff Comments:</u> The Traffic Engineer recommends waiving this standard.	Division 20, Section 14-332 (l) (Off-Street Parking), requires that one (1) parking space for every one thousand (1,000) square feet of floor area be provided for business, manufacturing and industrial space not specifically catering to retail trade.
Driveway Spacing – To waive the required one hundred and fifty (150) feet of separation between existing driveways and permit a minimum separation of eighty-five (85) feet.  <u>Staff Comments:</u> The Traffic Engineer recommends waiving this standard.	Technical Manual, Section 1.7.2.7, requires that along arterial, collector streets or local streets, the minimum acceptable spacing between multiple driveways for driveways on adjacent lots shall be one hundred and fifty (150) feet where the speed limit is thirty-five (35) mph.
<b>Review</b>	<b>Applicable Standards</b>
Site Plan	Section 14-526
Site Location of Development Act	

**III. PROJECT DATA**

Existing Zoning	Industrial I-M
Existing Use	Vacant
Proposed Use	Commercial, Self-Storage Facility
Proposed Development Program	504-units
Parcel Size	290,448 SF

	<i>Existing</i>	<i>Proposed</i>	<i>Net Change</i>
Building Footprint/Floor Area	0 SF	80,960 SF	80,960 SF
Impervious Surface Area	11,460 SF	156,865 SF	145,405 SF
Parking Spaces (on site)	0	10	10
Bicycle Parking Spaces	0	0	0
Estimated Cost of Project	\$1,000,000.00		

**IV. EXISTING CONDITION**

The proposed project site is located on the east side of Riverside Street, west of Interstate-95, south of Manuel Drive and north of Leighton Avenue. This section of Riverside Street is characterized as being predominantly industrial, with several automotive repair operations being located to the west across Riverside Street and to the north, a building materials supplier, a roofing company, a car detailing service and a welding workshop. To the south of this site, there are several pre-existing residential structures. This section of Riverside Street is zoned I-M Industrial, with surrounding zones being I-H Industrial and I-L Industrial.

**V. PROPOSED DEVELOPMENT**

The applicant is proposing to develop a 504-unit self-storage facility on a vacant parcel located at 547 Riverside Street, served by an existing 47-foot curb cut located on the east side of Riverside Street between the Phoenix Welding

site to the north and a single-family residential structure to the south. With this proposal, the existing curb cut would be reduced from 47 feet down to 31 feet, increasing the delineation between the roadway and sidewalk for added pedestrian safety. The existing gravel and sand driveway will be improved to meet city standards for a two-way driveway, and shall be 24 feet in width and composed of dense bituminous pavement. It is proposed that internal access to this site will be restricted by a 6-foot-high security fence and gate, accessible only during certain hours and with a management

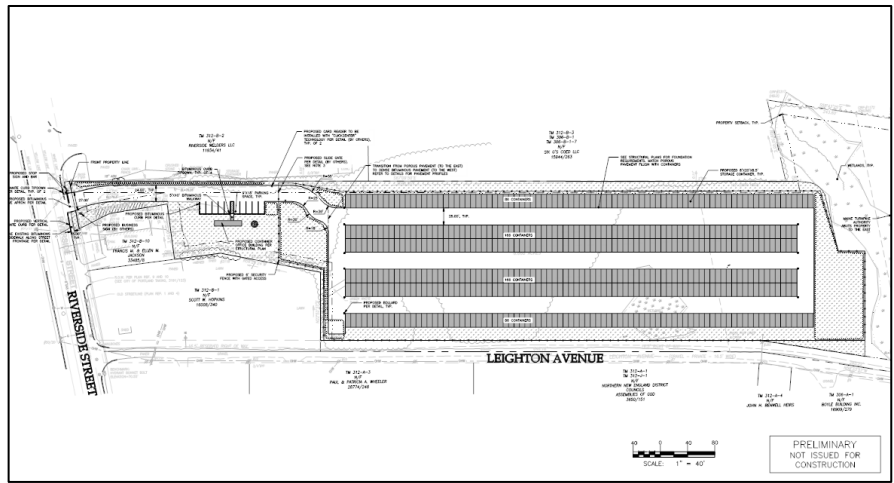


Figure 3: 547 Riverside Site

provided code. Within the rear portion of the site, where self-storage units are to be located, the driveway material will transition from dense bituminous pavement to porous pavement, so as to reduce impervious surface and assist with stormwater management. Drive aisles within this portion of the site shall be increased to a minimum of 25 feet in width so as to accommodate the loading and unloading of vehicles and site circulation.

A total of 504 recycled shipping containers will be arrayed into four separate rows, with the two central rows being two units deep. These individual units will be welded together to form cohesive, joint rows. Protective bollards will be installed at the exposed corners of each row to prevent vehicular damage. It is proposed that an existing wetland measuring 6,350 square feet in area will be filled in to facilitate site development while a larger wetland, measuring 31,390 square feet will be preserved to support wildlife habitat. The applicant has received and provided a Tier 1 NRPA permit issued by Maine DEP.

Parking for ten (10) vehicles is proposed on-site, with a waiver being sought for the additional seventy-one (71) parking spaces required under Section 14-332 (1). The applicant’s waiver request states that there is sufficient space for the loading and unloading of vehicles within the drive aisle without additional need for striped parking spaces. The proposed on-site parking spaces are to be located adjacent to a small administrative office structure housed inside of a recycled shipping container and connected via a bituminous pavement walkway.

As this is currently a vacant site, several new utility line extensions are being proposed to service this development. These include a new 1-inch water line, a 12-inch storm drain, a 6-inch sewer line and an electric conduit. These lines will be run from the proposed office structure out to existing lines located within Riverside Street.

At the workshop, the Planning Board suggested that the applicant consider painting or adding some visual interest to the recycled shipping containers. The applicant sought a more uniform look has not altered their plans per this suggestion. It is important to note that the I-M zone does not have design guidelines and therefore the applicant is not required to meet design-based suggestions. The applicant has submitted revised plans showing additional landscaping elements, including a mixture of perennials, shrubs and trees, in response to the City Arborist’s request for additional on-site buffering between the property and both residential uses and the Leighton Avenue right-of-way. The driveway has also been reconfigured to meet the minimum pavement separation requirement of 10’ feet past the geographic bottleneck.

**VI. PUBLIC COMMENT**

As of the writing of this report, no public comment has been received by the Planning Office.

**VII. RIGHT, TITLE, & INTEREST AND FINANCIAL & TECHNICAL CAPACITY**

a. The owner of the property is 547 Riverside Street, LLC, a Maine limited liability company. The applicant has provided a deed for the 6 parcels comprising this site recorded with the Cumberland County Registry of Deeds on November 18, 2016.

b. The estimated cost of the development is \$1,000,000. The applicant has submitted a letter from Androscoggin Bank, dated January 6, 2017, as demonstration of their financial and technical capacity to complete the proposed development.

**VIII. ZONING ANALYSIS**

The proposed self-storage facility is to be located within the I-M Industrial zone. This use is not explicitly permitted or prohibited within this zoning district, and as a result, the applicant has requested that this use be classified as a performance based use. According to Section 14-248, Performance Based Uses, use that are not expressly permitted under Section 14-247 or prohibited under Section 14-249, may be permitted as a performance based use so long as the use meets the following conditions and standards;

- A. The proposed development is consistent with the purposes of this zone;
- B. The proposed development is designed and operated so that it will prevent undue adverse environmental impacts, substantial diminution of the value or utility of neighboring structures, or significant hazards to the health or safety of neighboring residents by controlling noise levels, emissions, traffic, lighting, odor and any other potential negative impacts of this proposal.

In response to these conditions and standards, the applicant has provided the following rationale for why this use should be classified as performance based;

- A. *Warehousing including outdoor storage is a permitted use in the I-M zone. Self-storage is a similar land use and is consistent with the overall purpose of the moderate impact industrial zone.*
- B. *The proposed development has been designed to minimally impact the existing wetlands and wildlife. Additionally, the project will not cause adverse effects to neighbors or surrounding land value. Noise, emissions, lighting, and odor will all have a minimal effect. Lastly, traffic is not expected to cause an adverse effect. Riverside Street is an arterial that handles an average of 17,000 vehicles per day and can support the infrequent vehicle trips that will access the self-storage facility.*

Per Division 14, Section 14-246, the intent of the I-M Industrial zone is to allow for an area where light and moderate impact industries can coexist with transportation-related uses. These zones are specifically located along arterial and collector streets so as to protect residential neighborhoods from drive-through traffic. Similarly, this zone is intended for development where there is limited or controlled use of areas outside of structures for storage of material, similar in nature to a self-storage facility in terms of operation. Given the similarity between the self-storage use and purpose statement for the I-M Industrial zone, as well as the intensity of surrounding uses located within this district, (i.e. building material supplier, welding operation, automotive sales and repair etc.) staff considers this use to be an appropriate performance based use for this zone.

With the applicant’s initial submittal, plans showed a pavement separation of less than 10 feet, which is required by the ordinance. The applicant has since revised their plans to demonstrate greater than 10 feet of pavement separation.

**IX. DEVELOPMENT REVIEW**

**A. Site Plan Standards (Section 14-526)**

The proposed development has been reviewed by staff for conformance with the relevant review standards of Portland’s site plan ordinance and applicable regulations. Staff comments are listed below.

*1. Transportation Standards*

- a. Impact on Surrounding Street Systems and Access and Circulation- In reviewing this proposal for site access and traffic impact, the City’s consulting traffic engineer, Tom Errico, states;
  - *The project is not expected to generate a significant amount of traffic generation and thus the project would not be expected to create traffic congestion or safety deficiencies. A Traffic Movement Permit is not required.*

b. Construction Management Plan

A construction management plan has been submitted by the applicant for review. All the construction is proposed within the limits of the property lines. Tom Errico has reviewed the plan and found the plan to be acceptable as submitted (Attachment 1).

c. Sidewalks

The applicant is proposing to repave the existing bituminous sidewalk along their frontage. An additional five (5) foot by ten (10) foot bituminous walkway will also be constructed between the parking area and office structure. Mr. Errico has reviewed the plans and found them to be acceptable as submitted (Attachment 1).

d. Public Transit Access

The public transit requirements do not apply to this project.

e. Parking

Section 14-332 (1) requires that one (1) parking space for every one thousand (1,000) square feet of floor area be provided for business, manufacturing and industrial space not specifically catering to retail trade. Total floor area for this development amounts to 80,960 square feet, hence requiring under this ordinance a total of 81 parking spaces. The applicant has requested a waiver of this requirement and is proposing ten (10) on-site parking spaces with extensive space for loading and unloading located within the drive aisles adjacent to the self-storage units. Tom Errico has reviewed the plans and supports the requested waiver given the expected use of this site. The Planning Board may determine that this is the reduced number of spaces is the required number of spaces under Section 14-332.2, which allows the following:

*Where construction is proposed of new structures having a total floor area in excess of fifty thousand (50,000) square feet, the planning board shall establish the parking requirement for such structures. The parking requirement shall be determined based upon a parking analysis submitted by the applicant and upon the recommendation of the city transportation engineer.*

f. Bicycle Parking

Section 14-526 (a) requires that the applicant provide two (2) bicycle spaces for every ten (10) vehicle parking spaces up to a total of 100 required parking spaces. The applicant has offered to place a bike rack adjacent to the proposed administrative building.

2. Environmental Quality Standards

a. Preservation of Significant Natural Features

Two on-site wetlands totaling 6,350 square feet and 31,390 square feet were identified by the applicant. The applicant is proposing to fill the smaller of the two wetlands and preserve the other wetland as natural habitat space and has indicated that they are in the process of securing a Tier 1 NRPA permit with the Maine DEP. A copy of this permit has been submitted (Attachment U).

b. Landscaping and Landscape Preservation

A landscaping plan was submitted as part of the application. The original plan showed minimal landscaping given the size of the site, and it was determined by the City Arborist that additional plantings should be added for buffering. The applicant has supplied a revised landscaping plan which shows additional plantings in proximity to the office building, around the perimeter of the site and specifically along Leighton Avenue to provide additional buffering. The City Arborist, Jeff Tarling, has reviewed the plans and has verbally indicated that the plans as submitted are acceptable.

c. Water Quality, Storm Water Management and Erosion Control

The proposed development site measures 290, 248 square feet, and of that total, 11,460 square feet

is currently impervious surface. Grades on site range from between 68' feet and 75' feet with several defined high points. At present the site is composed largely of mature tree growth, vegetation, and exposed soil. The project will result in a net increase of impervious area above 1,000 sf, with the total being brought to 145,405 square feet or approximately 3.5 acres, as such, this project is required to include stormwater management features for stormwater quality & quantity control.

The site will feature porous pavement across the majority of newly paved surface, with filter media and underdrains below the surface. Collected stormwater will then outlet on site into the undeveloped eastern portion of the lot. This system will account for water quality treatment of greater than 95% of the new impervious area and no less than 80% of the developed area. The applicant is also proposing the installation of a berm and a sedimentation barrier at low grades to prevent erosion control.

Under Section 5 of the City of Portland Technical Manual, a Level III development project is required to submit a stormwater management plan pursuant to the regulations of MaineDEP Chapter 500 Stormwater Management Rules, including conformance with the Basic, General, and Flooding Standards. Lauren Swett, P.E. with Woodard and Curran Engineering, has reviewed the plans and finds them to be acceptable. (Attachment 5).

3. *Public Infrastructure and Community Safety Standards*

a. Public Safety and Fire Prevention

Keith Gautreau, Assistant Fire Chief, has reviewed the plans for public safety and fire prevention and has indicated that he finds them acceptable. (Attachment 1).

b. Availability and Adequate Capacity of Public Utilities

The project will be served by the Portland Water District, City Department of Public Works, and underground/power/cable/communications. Confirmation letters have been supplied.

4. *Site Design Standards*

a. Snow and Ice Loading

The applicant has indicated areas around the exterior of the site intended for snow storage on the site plan.

b. View Corridors

This site is not within a Protected View Corridor as per the "View Corridor Protection Plan" approved by the Portland City Council in 2001.

c. Historic Resources

The site is not in any historic district.

d. Exterior Lighting

The applicant states that photometric plans and detail cut sheets shall be provided at the time of final plan submission.

e. Noise and Vibration

Excessive noise or vibration are not anticipated with this development.

f. Signage and Wayfinding

This standard does not apply to the proposal.

## **XII. STAFF RECOMMENDATION**

Subject to the proposed motions and conditions of approval listed below, Planning Division staff recommends that the Planning Board approve the proposed self-storage facility development at 547 Riverside Street.

### XIII. PROPOSED MOTIONS

#### A. WAIVERS

On the basis of the application, plans, reports and other information submitted by the applicant; findings and recommendations contained in the Planning Board report for the public hearing on May 23, 2017 for application 2017-025 relevant to Portland's technical and design standards and other regulations; and the testimony presented at the Planning Board hearing:

1. The Planning Board finds/does not find, based upon the consulting transportation engineer's review, that extraordinary conditions exist or undue hardship may result from strict compliance with Division 20, Section 14-332 (l) (Off-Street Parking) which requires that one (1) parking space be provided for every one thousand (1,000) square feet of floor area dedicated to business, manufacturing and industrial space not specifically catering to retail trade, that substantial justice and the public interest are secured with the proposed variation in this standard, and that the variation is consistent with the intent of the ordinance. The Planning Board **waives/does not waive** the Division 20, Section 14-332 (l) (Off-Street Parking) to allow ten (10) parking spaces as depicted in the plan, permitted by the Planning Board under Section 14-332.2 which states that where construction is proposed of new structures having a total floor area in excess of fifty thousand (50,000) square feet, the planning board shall establish the parking requirement for such structures. The parking requirement shall be determined based upon a parking analysis submitted by the applicant and upon the recommendation of the city transportation engineer;
2. The Planning Board **finds/does not find**, based upon the consulting transportation engineer's review, that extraordinary conditions exist or undue hardship may result from strict compliance with the *Technical Manual* standard (*Section 1.7.2.7*) which requires that along arterial, collector streets or local streets, the minimum acceptable spacing between multiple driveways for driveways on adjacent lots shall be one hundred and fifty (150) feet where the speed limit is thirty-five (35) mph, that substantial justice and the public interest are secured with the proposed variation in this standard, and that the variation is consistent with the intent of the ordinance. The Planning Board **waives/does not waive** the *Technical Manual* standard (*Section 1.7.2.7*) to allow a minimum separation of 85' feet.

#### B. SITE PLAN AND SITE LOCATION OF DEVELOPMENT REVIEW

On the basis of the application, plans, reports and other information submitted by the applicant; findings and recommendations contained in the Planning Board Report for the public hearing on May 23, 2017 for application 2017-025 relevant to the Portland's site plan standards and the Site Location of Development Act regulations; and the testimony presented at the Planning Board hearing, the Planning Board finds that the plan **is/is not** in conformance with the site plan standards of the land use code, subject to the following conditions of approval that must be met prior to the issuance of a building permit, unless otherwise stated:

1. The applicant shall provide a photometric plan which demonstrate acceptable light trespass.
2. The applicant shall provide a maintenance agreement for the stormwater drainage system, which shall be submitted, signed and recorded prior to the issuance of a Certificate of Occupancy. A copy shall be submitted to the Department of Public Works.

### XIII. ATTACHMENTS

#### PLANNING BOARD REPORT ATTACHMENTS

1. Development Review Comments with Applicant Responses (3.22.2017)



2. Woodard and Curran Memo (3.22.2017)
3. Waiver Comments Email (3.30.2017)
4. City Arborist Comments Email (3.31.2017)
5. Woodard and Curran Memo (05.16.2017)
6. T.Y. Lin Response (05.17.2017)

**APPLICANT'S SUBMITTALS**

- A. Cover Letter
- B. Preliminary Site Plan Application
- C. Right, Title, Interest
- D. Conformity with Applicable Zoning Standards
- E. Written Easements
- F. Request for Waivers
- G. Technical & Financial Capacity
- H. Stormwater Management Report
- I. Erosion & Sedimentation Control Report
- J. Fire Department Letter
- K. Solid Waste
- L. Utility Cover
- M. Construction Management Plan
- N. Lighting
- O. Wetland Report
- P. Stormwater Maintenance Agreement
- Q. Final Application Cover
- R. Final Application
- S. Comment Response Letter
- T. Class B Soil Survey
- U. NRPA Permit
- V. Fence Details & Cut Sheets

**PLANS**

- Plan 1. Cover Sheet & Legend
- Plan 2. General Notes
- Plan 3. Existing Conditions
- Plan 4. Construction Management Plan
- Plan 5. Site Plan
- Plan 6. Landscape Plan
- Plan 7. Utility Plan
- Plan 8. Grading & Drainage Plan
- Plan 9. Site Details 1
- Plan 10. Site Details 2
- Plan 11. Utility Details 1
- Plan 12. Utility Details 2
- Plan 13. Drainage Details
- Plan 14. Container & Porous Pavement Sections
- Plan 15. Erosion & Sedimentation Control Details
- Plan 16. Structural Cover Sheet
- Plan 17. Structural Site Plan
- Plan 18. Structural Details
- Plan 19. Office Floor Plan
- Plan 20. Office Elevations
- Plan 21. Office Details
- Plan 22. Erosion & Sedimentation Control Notes