



## SECTION 1:

July 12, 2017

City of Portland  
Planning Department  
389 Congress Street  
Portland, ME 04101

RE: 1844 Forest Ave – Use Change  
Project Narrative

Dear Planning:

We are providing this project narrative for our Level III Site Plan submission. This project proposes the use change of an existing dance club to a multi-family apartment building. The building will be internally redesigned to provide housing for 16 units. Small decks will be added to the exterior of the building to provide access for the 2<sup>nd</sup> floor apartments.

The existing building was originally developed in 1917.

### **Parking**

Because of the deck on the side face of the building, two parking spots from the existing lot will be removed. City ordinances currently required one parking spot per apartment unit in the B2 zone, meaning that a grand total of 16 spaces are required. The lot, with the two spaces removed, provides 37 parking spaces. There will be no addition or removal of pavement.

### **Drainage**

Changes to the site itself are minimal, as the only additions to the existing building will be additions of small decks along the perimeter of the building. Because of this, there will be no noteworthy increase in impervious cover, and thus will not require any additional drainage treatment.

Additionally, there will be no proposed grading, meaning that all existing flow paths and subcatchments on site will remain unchanged.

### **Utilities**

There will be no proposed utilities added to the site, as the existing utilities are capable of serving the proposed use.

### **Lighting**

The existing building features eight building mounted exterior lights, one each on the south and north faces and three each on the east and west faces. There will be no additional lights added to the building.

## **Landscaping**

Existing landscaping for the site features an existing buffer of trees and brush along the front, rear, and easternmost side property line. The westernmost property line features landscaped grass, as plantings cannot be placed here on account of the 16' wide emergency vehicle access easement. The parking area begins roughly 15' off of the front property line and runs 120' before stopping approximately 25' away from the rear property line. On the westernmost side, a fence separates the landscaped buffer from the site, leaving a roughly 25' patch of landscaped grass before reaching the existing building.

There will be no changes to the existing landscaping.

## **Waivers**

No waivers will be requested for this project.

## **Master Plan Conformity**

The site, as proposed, meets all relevant policy guides of the City of Portland Master Plan, including but not limited to the sections on environment and housing.

## **Planning Board Approval**

Please see the attached site plan application which includes the following:

- Mail notification of site plan application to all abutters.
- Soil erosion and sedimentation plan
- Stormwater Management Plan
- Existing and Proposed site plans showing property line, setbacks, building additions, parking, grading, utilities, drainage, wetlands, lighting, landscaping and any other exterior features.
- Parking space allocation based on City requirements.

We look forward to working with you through the planning board approval phase. Please contact me if you have any questions or need additional information.

Sincerely,

Eric Dube, P.E.  
Casco Bay Engineering