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Planning & Urban Development Department
Jeff Levine, AICP, Director

Planning Division
Alexander Jaegerman, FAICP, Director

November 26th, 2012

Michael Farmer, PE Project Engineer
Portland Department of Public services
55 Portland Street
Portland, ME 04101

Project Name: **Riverside Golf Course Pro Shop**
Project ID: #2012-432
Address: 1158 Riverside Street CBL: 357-A-1
Applicant: Portland Department of Public Services
Planner: Jean Fraser

Dear Mr Farmer:

On November 26, 2012, the Planning Authority approved with conditions a Level II site plan for the construction of a new Golf Course Pro Shop and reconfigured parking lot and pedestrian access at the Riverside Golf Course at 1158 Riverside Street.

The decision is based upon the application, documents and as submitted by Michael Farmer and prepared by: Woodard and Curran (Site Plan and Details, Plans C003, C004 and C005 dated 9.28.2012); Scott Simon Architects (Elevation of Building Plan A201 dated 9.26.2012); Michael Farmer (Plan of Sidewalks and Parking Layout dated 9.10.2012) and Electrical Site Plan ES100 dated 10.16.2012. The proposal was reviewed for conformance with the standards of Portland's site plan ordinance.

WAIVERS

1. BICYCLE PARKING

The Planning Authority, in accordance with Ordinance Section 14-526 (a) (4b) 1&2, has reduced the required number of bicycle parking spaces to 8, based on evidence submitted by the applicant that the proposed development is expected to generate reduced demand for bicycle parking.

2. PARKING AISLE WIDTH

The Planning Authority waives the Technical Standard, Section 1.14 to allow the parking aisle to be 42 feet wide to accommodate golf cart access to vehicles.

SITE PLAN REVIEW

The Planning Authority found the plan is in conformance with the Site Plan Standards of the Land Use Code subject to the following conditions of approval:

1. That the applicant shall submit a detailed Landscape Plan for review and approval by the City Arborist and Planning Authority prior to the issuance of a building permit. The Landscape Plan shall incorporate additional planting to meet the Site Plan standards for parking lot landscaping and shall show all existing trees to be protected during construction and retained, and all new planting (showing location, size and species); and
2. That the applicant shall include in the Landscape Plan (see Condition #1) the design for an enclosure of the condenser on the Riverside Street side of the proposed building, and also show the location and screening of any exterior waste receptacles; and
3. That the applicant shall include in the Landscape Plan (see Condition #1) a full cut off type light fixture on the utility pole on the property line (or on any relocated sign or similar support in the vicinity) near the 5 foot wide walkway where it meets the sidewalk/parking near Riverside Street, to illuminate the pedestrian access walkway and nearby parking spaces; and
4. That the applicant shall address, prior to the issuance of a building permit, the Fire Department hydrant and other requirements as outlined in the attached comments from Captain Chris Pirone of 11.21.2012 which relate to the design of the proposed building; and
5. That the applicant shall submit copies of the sewer and water capacity letters prior to the issuance of a building permit; and
6. That the applicant shall decommission the disused septic system in accordance with Section 24-38 of the City Ordinance prior to the issuance of a building permit; and
7. That any new or relocated sign requires a separate permit through the Inspections Division; and
8. That the applicant shall construct the sidewalk, as shown on the "Plan of Sidewalks and Parking Layout" dated 9.10.2012, on or before June 15, 2013.

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. **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.
2. **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 Inspection Division.
3. **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.

4. **Inspection Fees** An inspection fee payment of \$300 and seven (7) final sets of plans must be submitted to the Planning Division 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.
5. **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; Phil DiPierro, 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 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.
6. **Department of Public Services 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.)
7. **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.

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 Jean Fraser at (207) 874- 8728.

Sincerely,



Alexander Jaegerman, FAICP
Planning Division Director

Attachments:

1. E-mail from Captain Chris Pirone, Fire Department, dated 11.21.2012

CCs: see below

Jeff Levine, AICP, Director of Planning and Urban Development
Alexander Jaegerman, FAICP, Planning Division Director
Barbara Barhydt, Development Review Services Manager
Jean Fraser, Planner
Philip DiPierro, Development Review Coordinator, Planning
Marge Schmuckal, Zoning Administrator, Inspections Division
Tammy Munson, Inspection Division Director
Lannie Dobson, Administration, Inspections Division
Gayle Guertin, Administration, Inspections Division
Michael Bobinsky, Public Services Director
Katherine Earley, Engineering Services Manager, Public Services
Bill Clark, Project Engineer, Public Services
David Margolis-Pineo, Deputy City Engineer, Public Services

Doug Roncarati, Stormwater Coordinator, Public Services
Greg Vining, Associate Engineer, Public Services
Michelle Sweeney, Associate Engineer
John Low, Associate Engineer, Public Services
Rhonda Zazzara, Field Inspection Coordinator, Public Services
Mike Farmer, Project Engineer, Public Services
Jane Ward, Administration, Public Services
Jeff Tarling, City Arborist, Public Services
Jeremiah Bartlett, Public Services
Captain Chris Pirone, Fire Department
Thomas Errico, P.E., TY Lin Associates
David Senus, P.E., Woodard and Curran
Rick Blackburn, Assessor's Department

Approval Letter File

From: Jean Fraser
To: Fraser, Jean
Date: 11/21/2012 11:53 AM
Subject: Re: Fwd: asap please Golf Pro Shop, Riverside Street

>>> Chris Pirone 11/21/2012 7:15 AM >>>
Fire Comments:

All construction and installation shall comply with 2009 NFPA 1, 2009 NFPA 101.

All construction and installation shall comply with City of Portland Fire Department Building Regulations.
<http://www.portlandmaine.gov/fireprevention/fdrulesandregulations.pdf>

All construction and installation shall comply with City Code Chapter 10.
<http://www.portlandmaine.gov/citycode/chapter010.pdf>

Street addresses shall be marked on the structure and shall be as approved by the City E-911 Addressing Officer.
Contact Michelle Sweeney at 874-8682 for further information.

Pay special attention to:

If the building has a sprinkler system; fire hydrants must be within 100' but no closer than 40'.
Fire Department Connections shall not be located where large diameter hose may block egress.
2009 NFPA 1 18.4 Fire Flow Requirements for Buildings
-may require installation of fire hydrant to meet fire flow requirements.

Captain Chris Pirone
Portland Fire Department
Fire Prevention Bureau
380 Congress Street
Portland, ME 04101
(t) 207.874.8405
(f) 207.874.8410