

*Strengthening a Remarkable City, Building a Common Future*

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

**Planning Division**  
Alexander Jaegerman, Director

November 15, 2010

Troy Moon  
Public Services Department  
55 Portland Street  
Portland, ME 04101

Greg Williams  
Organic Alchemy Composting LLC  
24 Winter St.  
Portland, ME 04102

SCANNED

<b>Project Name:</b>	Riverside Recycling Facility Composting Operation	
<b>Project ID:</b>	0-79900009	
<b>Address:</b>	910 Riverside Street	<b>CBL:</b> 267-A-005
<b>Applicant:</b>	Troy Moon, Portland Public Services Department	
<b>Planner:</b>	Jean Fraser, Planner	

Dear Troy:

On November 15, 2010, the Planning Authority approved a minor site plan for the Riverside Recycling Facility for a compost facility at 910 Riverside as submitted by Portland's Public Services Department and shown on the approved plan prepared by St. Germain-Collins and dated October 12, 2010 with the following conditions:

1. That the applicant shall revise the final plans for review and approval by the Planning Authority prior to the issuance of a building permit, to incorporate engineering details as outlined in the memo from Dan Goyette, P.E & Ashley Auger, EIT dated October 13, 2010 (included as Attachment 1) and e-mail from Michael Farmer, Department of Public Services dated October 20, 2010 (included as Attachment 2);
2. That the applicant shall operate the compost facility to comply with all State and local environmental standards, including the MDEP Solid Waste permit conditions;
3. That a vehicular access and circulation plan, to include designated routes and appropriate signage, shall be submitted for review and approval by the City Traffic Engineer and the Planning Authority. Until such time as this plan is approved, access to the compost facility site (ie the tent area, compost pad, berm and filtration system) shall be limited to City of Portland and Maine Waste Solutions (MWS) affiliated vehicles only;
4. That within 24 hours of any complaint from neighbors or City staff regarding odors that are attributable to the composting operation, the applicant shall take steps to reduce or eliminate the odor in accordance with the "Contingency Plan" forming part of the site plan application. Records of complaints and response actions shall be kept by the operator (MWS) and a copy of each such record shall be provided to Troy Moon, City of Portland DPS Environmental Programs Manager, or his designee. In the event that odors are not controlled, the City's Environmental Programs Manager may order that the odorous material be removed from the site in accordance with the "Contingency Plan".

5. That the applicant shall revise the final site plan to show the installation of a sidewalk(s) along the frontage of the Riverside Recycling Facility that abuts Riverside Street. The sidewalk(s) shall comply with the City of Portland Technical Standard except that the existing pine trees may not be removed and if any shrubs need to be removed they shall be replaced in kind.
6. That the applicant shall prepare a written vermin control plan to meet the IM zone requirement that the outdoor storage of materials shall be done in such a manner as to prevent the breeding and harboring of insects or vermin. The control plan shall be submitted to the Planning Authority for review and approval prior to the issuance of a certificate of occupancy.

The approval is based on the submitted site plan. You or anyone aggrieved may appeal the decision to the Planning Board within ten (10) days of the decision being rendered. 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. Requests to extend approvals must be received before the one (1) year expiration date.
4. **Final Plan Meeting Conditions of Approval:** Seven (7) final sets of plans must be submitted to and approved by the Planning Division and Public Services Department 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. **Inspection Fee:** An Inspection Fee of \$300 is required for the site inspections conducted by the Planning Division.
6. **Preconstruction Meeting:** Prior to construction, a pre-construction meeting shall be held at the project site. This meeting will be held 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 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.

## MEMORANDUM



TO: Jean Fraser  
FROM: Dan Goyette, P.E. & Ashley Auger, E.I.T.  
DATE: October 13, 2010  
RE: Minor Site Plan – Riverside Recycling Facility

Woodard & Curran has reviewed the Development Review Application for the Minor Site Plan for the Recycling Facility located on 910 Riverside Street, Portland, Maine. The project proposes a City of Portland/Maine Waste Solutions (MWS) composting operation on the city-owned Riverside Recycling Facility.

### Documents Reviewed

- Development Review Application Revisions and attachments dated October 12, 2010, submitted by Portland's Public Services Department
- Engineering Plans, Sheets C-100, C-101, and C-301, dated September 29, 2010, prepared by St. Germain - Collins

### Comments

- Please provide an Erosion Control Blanket detail.
- In accordance with Chapter 7 of Volume III of the BMPs Technical Design Manual, a minimum of one test pit should be excavated in the area of the vegetated underdrain soil-filter to determine depth to groundwater and bedrock; please provide this information. Additionally, the underdrain pipe should be bedded in 12 inches of washed ¾ inch crushed stone, the outlet should be a maximum of eight inches in diameter, the 18-inch soil-filter media should have 20-25% by volume shredded bark or wood fiber mulch, and there should be one line of underdrain pipe for every eight feet of filter width (a 20 foot wide filter therefore requires three underdrains). The vegetated underdrain soil-filter detail provided does not meet these requirements. Furthermore, the underdrain pipe should be slotted, rigid schedule 40 PVC or SDR35. The detail provided does not specify this requirement.
- Please provide the soil type for the vegetated underdrain soil-filter.
- The City of Portland recommends six inches of crushed stone pipe bedding below pipes in a trench, a minimum of nine inches of cover on the sides of the pipe, and 12 inches of cover above the pipe. The typical trench detail provided does not specify these dimensions.
- The City of Portland recommends that the aggregate base course be crushed type "B". The pavement section detail provided does not meet this requirement.
- Please provide casco trap dimensions.


Please contact our office if you have any questions.

7. **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.)
8. **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  
Planning Division Director

**Attachments:**

1. Memo, Dan Goyette, October 13, 2010
2. E-mail, Michael Farmer October 20, 2010

**Electronic Distribution:**

Penny St. Louis Littell, Director of Planning and Urban Development Department  
Alexander Jaegerman, Division Director, Planning  
Barbara Barhydt, Development Review Services Manager, Planning  
Jean Fraser, Planner  
Philip DiPierro, Development Review Coordinator, Planning  
Marge Schmuckal, Zoning Administrator, Inspections Division  
Tammy Munson, Plan Reviewer, Inspections Division  
Lannie Dobson, Administration, Inspections Division  
Michael Bobinsky, Director, Public Services  
Katherine Earley, Engineering Services Manager, Public Services  
Bill Clark, Project Engineer, Public Services  
David Margolis-Pineo, Deputy City Engineer, Public Services  
Michael Farmer, Project Engineer, Public Services  
Jane Ward, Administration, Public Services  
Capt. Keith Gautreau, Fire Department  
Jeff Tarling, City Arborist, Public Services  
Tom Errico, P.E., T.Y. Lin Associates  
Dan Goyette, P.E., Woodard & Curran  
Assessor's Office  
Approval Letter File

**Jean Fraser - 910 Riverside Street - Food Waste Composting Facility**

**From:** Michael Farmer  
**To:** Fraser, Jean  
**Date:** 10/20/2010 4:16 PM  
**Subject:** 910 Riverside Street - Food Waste Composting Facility  
**CC:** Margolis-Pineo, David

Jean:

I offer the following comments.

I have a concern about the discharge from the vegetated filter and its potential for erosion. What is the design discharge rate for runoff from the compost pad? Does the existing channel down stream from the discharge point have adequate capacity to handle the design discharge? Is the existing channel stable so it will withstand the erosive force of the discharge flow?

The "Vegetated Underdrain Soil Filter" detail seems to have an incomplete specification for the soil material in the 6-inch transition layer. The detail states the material is to be "MDOT Type B Underdrain," which sounds like a type of underdrain pipe. I think the intent is to require this layer to be constructed with Underdrain Backfill Material that meets the requirements of Section 703.22 of the MDOT Standard Specifications. Can this be clarified on the plans?

We suggest that a note be added to sheet C-101 stating that the vegetated soil filter is not to be used as a snow storage area or snow dump.

Michael Farmer, Project Engineer  
Dept. of Public Services  
55 Portland Street  
Portland, ME 04101  
phone: 207-874-8845  
fax: 207-874-8852

## **Vermin Control Plan**

### **MAINE WASTE SOLUTIONS**

#### **Riverside Recycling Facility Compost Operation**

Contact: (207) 370 – 4769

Greg Williams

Brett Richardson

**Overview.** Maine Waste Solutions' composting facility offers many economic, environmental, and community benefits for the City of Portland. Composting reduces waste to the landfill, and creates a valuable soil enhancer for gardeners, landscapers, and farmers. MWS' operation at the Riverside Recycling Facility (RRF) is supervised by City of Portland staff. Composting is a proven waste management technique with successful best management practices and the MWS management team is committed to being a good neighbor.

**Commitment to Riverside Neighbors.** MWS will proactively monitor for and eliminate all potential nuisances as the highest operational priority. Riverside neighbors are invited to contact MWS with questions about the compost operation or composting generally.

**Management Team.** All composting managers at the RRF possess Certificates of Technical Ability from the State of Maine for composting. Staff from the City of Portland's Department of Public Services (DPS) ensure that all recycling activities at the RRF comply with established environmental regulations. MWS is developing a high-quality facility and will proactively manage its operation to ensure high performance and preempt potential nuisances.

**Good Housekeeping & Compost Process.** MWS' composting operation is designed to produce a high quality soil enhancer in a manner that will proactively discourage the breeding and harboring of insects or vermin. In addition to routine on-site housekeeping, and active pile maintenance and monitoring to ensure optimal conditions, MWS will immediately cover and mix all incoming food waste with proper amendment to minimize the potential for nuisances. Food waste will be covered at all times throughout the composting process. During the initial stage of composting, when food waste is potentially the most attractive to vermin, piles will be maintained inside the fabric building at temperatures between 130-150 degrees F. Throughout the process, MWS will keep piles under cover using industry-proven Compostex ® windrow covers.

**Contingency Plan.** In the event that vermin are detected by or reported to MWS, compost facility managers will:

1. Immediately inspect on-site compost piles for presence of vermin;
2. Implement the appropriate corrective best management practices to eliminate the nuisance, which may include contracting the services of a pest control provider;
3. Assess the ongoing effectiveness of measures taken and, if necessary, take additional corrective steps to eliminate the nuisance.