



Planning & Urban Development Department
Jeff Levine, Director

Planning Division
Alexander Jaegerman, Director

September 11, 2014

Lee Allen
Northeast Civil Solutions
153 US Route 1
Scarborough, ME 04074

Todd Settle
Telos Capital, LLC
2 Milk Street
Portland, ME 04101

RE: Staff Review Comments for Preliminary Level II and Level III Site Plans

Project Name:	Pamela Road Extension/Subdivision Amendments	Project ID:	2013-097
Address:	Pamela Road	CBLs:	389-D-10, 11, 12, 13, 14
Applicant:	Telos Capital		389-E-2, 3, 4, 5, 6, 7
Planner:	Nell Donaldson		

Dear Mr. Allen:

Thank you for submitting an application for the extension of Pamela Road, as well as the associated subdivision plat amendments. These proposals are being reviewed as preliminary plans subject to the Site Plan Ordinance, Article V of the Land Use Code. This letter outlines preliminary staff comments.

Staff Review Comments on Level III Subdivision Amendments

On the question of street name, Jennifer Thompson, Associate Corporation Counsel, has suggested changing the name on the plat to match the city's adopted, accepted street name for the remainder of the street (i.e. Pamela Road), and eventually adopting the proposed portion of the street as such. This would resolve any future confusion. Please revise the plat accordingly and add clarifying notes, as necessary.

Ms. Thompson has also provided comments on the subdivision plat, noting that the plat should meet the requirements of *Section 14-496(b)* of the city's land use code. She has requested:

- *That the notes identify the number of lots in the subdivision;*
- *[That the plat should include] reference to homeowners' association documents and reflect any areas that are subject to control by the association;*
- *The legend should include the wetland symbol and the notes should reflect any restriction relating to those areas*
- *Any easements...need to be called out (with recording information) in the notes.*

To these comments, Bill Clark, the city's surveyor, has added,

- *[The plat does]not show the end of the existing acceptance. It may go 75.00 feet along Lot 44 to where the new acceptance will start. Their surveyor will need to verify this.*
- *Only need to set granite monuments on one side of the street along the 3.00 foot offset line.*
- *Need to show monuments on site plans also so there will not be any conflicts with other utilities such as buried electric ETC.*

Bill Clark has provided a markup, which is provided as Attachment 1.

Regarding NRPA permitting for the wetland fill, David Senus, the city's consulting civil engineer, notes, *The Applicant has noted that a Natural Resources Protection Act (NRPA) Permit will be required for the 5,397 SF of wetland fill associated with the road construction, and that a copy of the permit application will be sent to the City of Portland under separate cover. It appears from the Subdivision Plan that significant wetland impacts may result from the development of several of the proposed lots; the Applicant should ensure that anticipated wetland impacts associated with the development of the new lots is also coordinated and permitted through the MaineDEP.*

It would be beneficial to secure the required NRPA permits for the subdivision at this time, in order to ensure that wetland fill boundaries are recorded on the plat.

A block for the Planning Director's signature should be added to the plat.

Preliminary Staff Comments on Level II Site Plan/14-403 Street Extension

The city has also conducted a review of the road extension project per the standards of *Sections 14-526 and 14-403*. Comments are as follows.

A. Transportation Standards

1. Impact on Surrounding Street Systems

No comments at this time.

2. Access and Circulation

Thomas Errico, the city's consulting transportation engineer, has reviewed the preliminary plans and provided the following comments,

The proposed driveway locations for the lots meet City standards (both with proposed and existing driveways).

The location of Pamela Road at Alice Street is acceptable and complies with City standards from a driveway corner clearance perspective (distance to existing driveways on Alice Street).

The crosswalk at Alice Street should be two parallel lines.

The handicap ramp design at Alice Street is not a preferred layout and Bruce Hyman should review and approve the configuration. (Note that Bruce Hyman's comments will be forwarded under separate cover.)

This City has a circular arc standard for right-of-way boundaries that meet at the intersection of two streets. DPS should confirm that this is not a requirement. (Again, note that confirmation will be provided under separate cover.)

To these comments, Mr. Senus adds,

The Applicant should provide the following details in accordance with the City of Portland Technical Manual for work within the City Right-of-Way:

- a) Sidewalk Ramp Detectable Warning Panel per Figure I-7;*
- b) Driveway Apron Cross-Section per Figure I-13; and*

3. Public Transit Access

No comments at this time.

4. Parking

No comments at this time.

6. Transportation Demand Management

No comments at this time.

B. Environmental Quality Standards

1. Preservation of Significant Natural Features

No comments at this time.

2. Landscaping and Landscape Preservation

Per the city's site plan ordinance and as prescribed in *Section 4* of the city's *Technical Manual*, two street trees are required per lot. These should be added to the site plan. It is noted that the site plan shows a "proposed tree line." If this is intended to meet the street tree requirement, notes regarding its protection should be added to both the site plan and subdivision plats.

3. Water Quality, Storm Water Management and Erosion Control

Mr. Senus has reviewed proposed stormwater management and erosion control measures and has provided the following comments,

The City of Portland requires that all Level II site plan applications 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 (Technical Manual, Section 5. II. Applicability in Portland. C. a. and City of Portland Code of Ordinances Sec. 14-526. Site plan standards. (b). 3. b.). We offer the following comments:

- *Basic Standards: The Applicant has provided a plan, notes, and details to address erosion and sediment control requirements, inspection and maintenance requirements, and good housekeeping practices in general accordance with Appendix A, B, & C of MaineDEP Chapter 500.*
- *General Standards: The project will result in a net increase in impervious area of approximately 28,500 square feet. As such, the project is required to include specific stormwater management features for stormwater quality control. The Applicant has proposed a FocalPoint Bioretention System and an Isolator Row to treat the Stormwater runoff from the proposed road. This system provides an appropriate means of providing treatment under the General Standards. Calculations should be provided demonstrating that a sufficient percentage of impervious and developed areas will be treated in accordance with the General Standards (Note, this project can be considered "Linear" under the General Standards).*
- *Flooding Standard: The project will result in a net increase in impervious area of approximately 28,500 square feet. As such, the project is required to include specific stormwater management features to control the rate of stormwater runoff from the site. The Applicant should address whether the project, as designed, meets the Flooding Standard or whether the Applicant is requesting a waiver from the Flooding Standard with the proposed connection to the municipal separated storm drain system.*

The Applicant should provide a post construction stormwater inspection and maintenance plan developed in accordance with and in reference to Chapter 32 of the City of Portland Code of Ordinances and the Isolator Row Maintenance Criteria provided in Section 7.4.4 of Chapter 7.3 of Volume III of the MaineDEP Stormwater BMP Manual.

A note on the FocalPoint details refers to Project Landscape Plan for planting species, layout, size, etc. At this time, it does not appear that a Landscaping Plan has been provided. The Applicant should clarify.

Per Chapter 7.3 of Volume III of the MaineDEP Stormwater BMP Manual:

- *Two layers of woven geotextile fabric shall be placed between the stone and the Isolator Row chambers; and*
- *The connection pipes between the Isolator Row and the access/diversion structures should be 24-inches for the SC-740 chambers (for this case, Pipe SD-2).*

C. Public Infrastructure and Community Safety Standards

1. Consistency with Master Plans

No comments at this time.

2. Public Safety and Fire Prevention

Captain David Petruccelli of the city's Fire Prevention Bureau provided the following comments,

Our comments at this point are that the street needs hydrants, hydrants should be approximately 500 feet apart. There are two hydrants on Alice each approximately 700+/- from where Pamela Rd will intersect. There is also a hydrant around the corner on Abby Ln about 250 ft from Pamela, the next hydrant is up at Crestview.

Captain Petruccelli has provided a diagram, which is included as Attachment 2. Proposed hydrants should be added to the site plan.

3. Availability and Capacity of Public Utilities

David Margolis-Pineo, of the city's Department of Public Services, has reviewed the utility infrastructure as proposed in the plans and comments,

The roadway surface area being drained to proposed catch basins one and two is quite large. We are requesting the applicant place two additional basin at approximate station 3+00. We would also like the applicant to consider an alternative catchbasin casting (not the City standard) to increase gutter drainage capture due to the street grade. This could be a rectangular type casting by Neenah with a "L" or scoop style design.

As noted by Woodard and Curran, the applicant is failing to meet the City's Technical Manual standards for catchbasins design and castings. If not already on the plans, please add a general note stating that "All proposed infrastructure located within the road right of way shall meet City of Portland Technical Manual standards."

On this point, Mr. Senus writes,

In accordance with Figure II-2 of the City of Portland Technical Manual, catch basins should have a minimum three foot sump; the proposed detail specifies two feet. The Applicant should revise accordingly.

The catch basin Frame and Grate detail on Sheet 10 of 11 does not meet City Standard; the City's standard is shown on Figure II-7 of the City of Portland Technical Manual. The detail should be revised accordingly.

The Applicant should provide the following details in accordance with the City of Portland Technical Manual for work within the City Right-of-Way:

- i) 4' Granite Headstone for Catch Basin Inlet per Figure II-11.*

Mr. Margolis-Pineo continues,

The applicant is showing an eight inch Sch 40 for the gravity sanitary sewer. This pipe is acceptable but so is SDR-35 which may be more cost effective and easier to install. Be aware that per Technical Manual standards, the gravity sewer and manholes will require air and vacuum testing respectfully.

Please provide a detail of the drain manhole to be installed in Alice St.

Mr. Senus provides the following additional comments related to utility infrastructure,

The Applicant has noted that a wastewater capacity application has been submitted to the Department of Public Services for review, and a copy of the plans have been submitted to the Portland Water District and Central Maine Power for design review. Letters from utilities confirming acceptance of the design should be provided to the City Planning Office upon receipt.

In accordance with Figure II-12 of the City of Portland Technical Manual, ¾" crushed stone in typical pipe trench installations shall extend 12-inches above the top of the pipe; the proposed detail specifies six inches. The Applicant should revise accordingly.

Sheet 3 of 11 includes a pipe schedule that lists pipe materials as "Corrugated HDPE (Smooth Interior)". Corrugated HDPE is not an allowable pipe in the City Right-of-Way; allowable pipes are listed in Section 2.5 of the City of Portland Technical Manual

D. Site Design Standards

1. Massing, Ventilation, and Wind Impact

No comments at this time.

2. Shadows

No comments at this time.

3. Snow and Ice Loading

No comments at this time.

4. View Corridors

No comments at this time.

5. Historic Resources

No comments at this time.

6. Exterior Lighting

Street lights, as required in *Section 10* of the city's *Technical Manual*, should be added to the site plan.

7. Noise and Vibration

No comments at this time.

8. Signage and Wayfinding

No comments at this time.

9. Zoning Related Design Standards

No comments at this time.

Additional Submittals Required

The following additional materials should be provided in a revised submittal:

- Evidence of state and/or federal permits
- A construction management plan

Note that the Planning Authority may request additional information during the continued review of the proposal according to applicable laws, ordinances and regulations.

Planning Staff Recommendation

Based upon the staff review of the preliminary Level II site plan, I recommend that the applicant proceed with submission of a final plan for staff review. Please submit one (1) complete paper set and one (1) digital set of 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.

If you have any questions, feel free to contact me at 874-8723 or by email at hcd@portlandmaine.gov.

Sincerely,



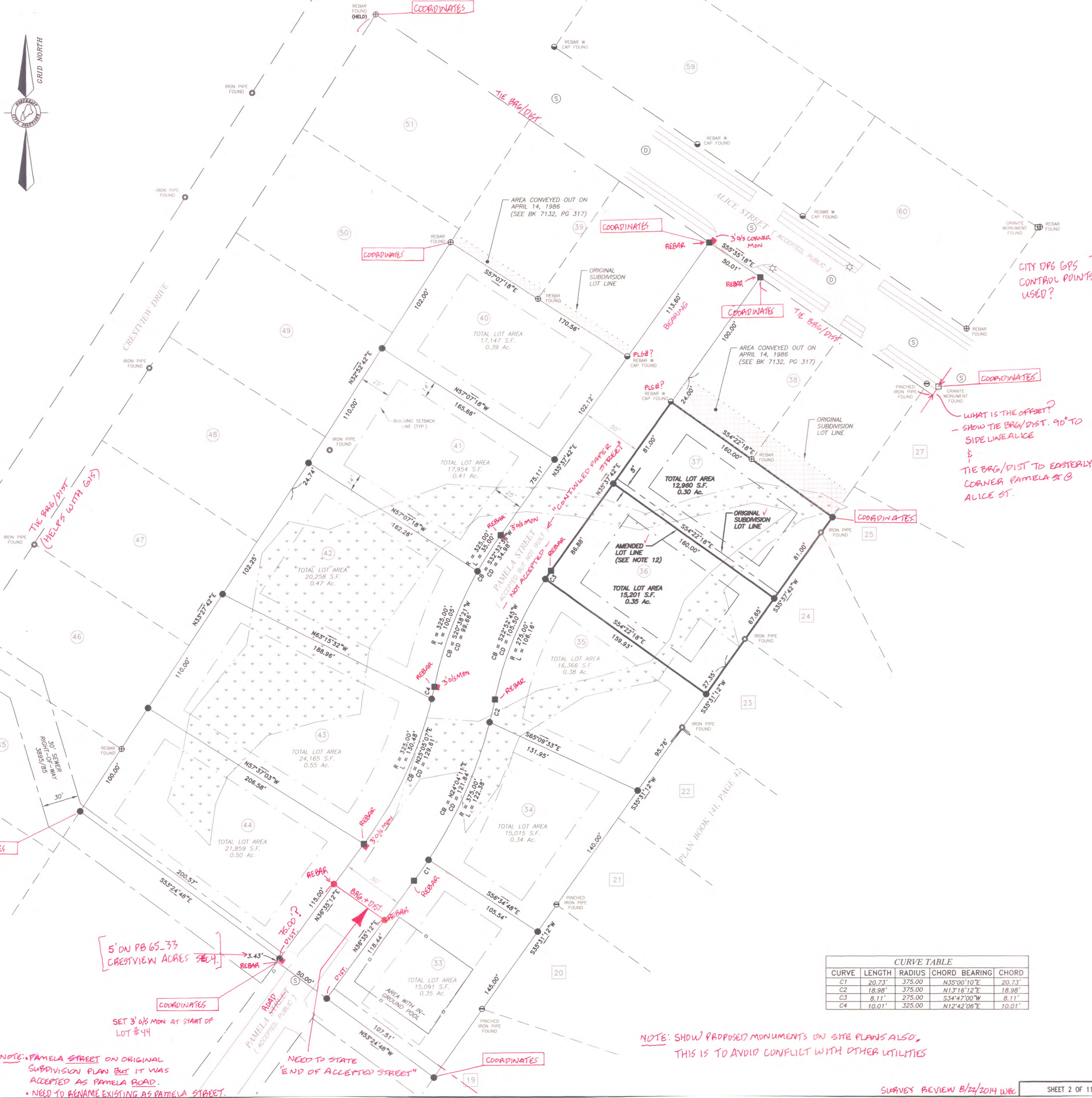
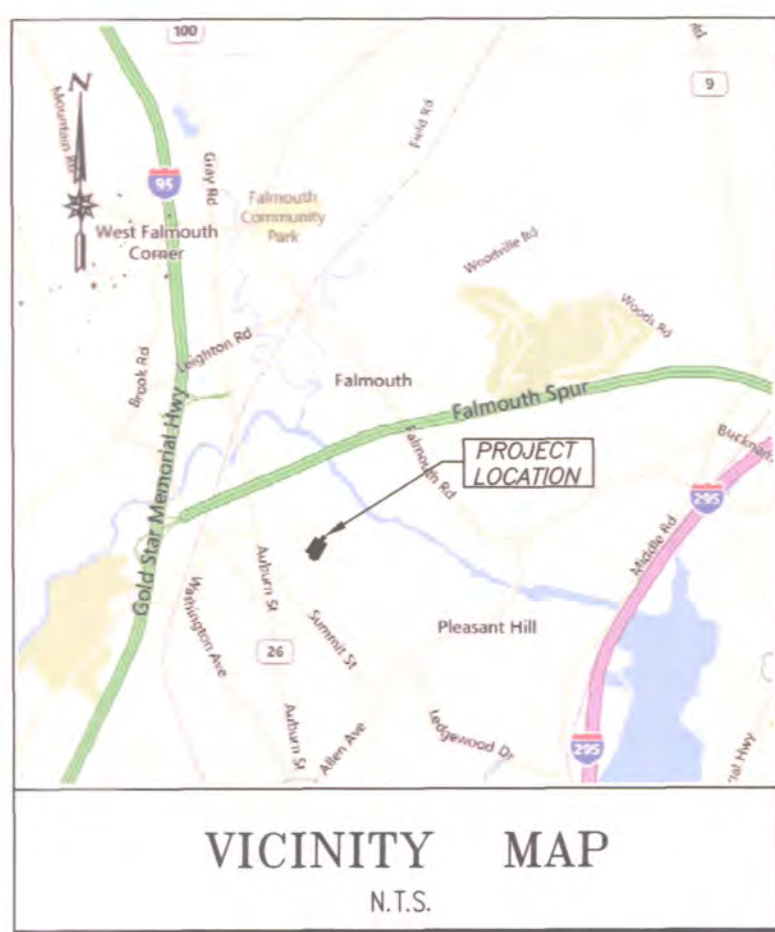
Nell Donaldson
Planner

Attachments

1. Markup, Bill Clark, Department of Public Services
2. Markup, Captain David Petrucci, Fire Prevention Bureau

Electronic Distribution

Alexander Jaegerman, Planning Division Director
Barbara Barhydt, Development Review Services Manager
Jennifer Thompson, Associate Corporation Counsel
Marge Schmuckal, Zoning Administrator
Katherine Earley, City Engineer, Public Services
David Margolis-Pineo, Deputy City Engineer
Captain David Petrucci, Fire
Jeff Tarling, City Arborist
Tom Errico, P.E., TY Lin Associates
David Senus, P.E., Woodard & Curran



CURVE TABLE				
CURVE	LENGTH	RADIUS	CHORD BEARING	CHORD
C1	20.73'	375.00	N35°00'10"E	20.73'
C2	18.98'	375.00	N13°16'12"E	18.98'
C3	8.11'	275.00	S34°47'00"W	8.11'
C4	10.01'	325.00	N12°42'06"E	10.01'

●

#5 REBAR WITH PLASTIC CAP STAMPED
"NCS, INC. PLS 1314" SET ON ————
SET GRANITE MONUMENT WITH PLASTIC CAP STAMPED
"NCS, INC. PLS 1314" SET ON ————
○ FOUND IRON PIPE (SIZE & TYPE AS NOTED)
□ FOUND PINCHED IRON PIPE
⊕ FOUND MONUMENT (SIZE & TYPE AS NOTED)
⊙ FOUND IRON ROD
● FOUND CAPPED IRON ROD (NUMBER AS NOTED)

BOUNDARY LINE

EASEMENT LINE

EDGE OF PAVEMENT

33

19

LOT NUMBER FROM PLAN REFERENCED IN NOTE 4.a.
LOT NUMBER FROM PLAN REFERENCED IN NOTE 4.b.

- ### NOTES
1. THE BASIS OF BEARING FOR THIS SURVEY IS THE MAINE STATE COORDINATE SYSTEM, WEST ZONE, GRID NORTH.
 2. DEED AND PLAN BOOK REFERENCES ARE TO THE CUMBERLAND COUNTY REGISTRY OF DEEDS.
 3. RECORD OWNERSHIP OF THE PARCELS SHOWN CAN BE FOUND IN THE FOLLOWING DEED:
a. FROM JAY AND DIANE MENARIO TO JAY AND DIANE MENARIO DATED OCTOBER 24, 2005 AND RECORDED IN DEED BOOK 23313, PAGE 101. (LOTS 40-44)
b. FROM JAY AND DIANE MENARIO TO JAY AND DIANE MENARIO DATED OCTOBER 24, 2005 AND RECORDED IN DEED BOOK 23313, PAGE 100. (LOT 33)
c. FROM JAY AND DIANE MENARIO TO JAY AND DIANE MENARIO DATED OCTOBER 24, 2005 AND RECORDED IN DEED BOOK 23313, PAGE 97. (LOTS 34-37)
 4. REFERENCE IS MADE TO THE FOLLOWING PLANS:
a. PLAN OF PROPERTY IN PORTLAND MAINE MADE FOR DONALD R. PETERS "CRESTVIEW ACRES SEC 5", BY H.J. AND E.C. JORDAN, DATED DECEMBER 24, 1969 AND RECORDED IN PLAN BOOK 81, PAGE 23.
b. "PRESUMPSCOT RIVER PLACE", BY LAND USE CONSULTANTS, DATED MAY 10, 1983 AND RECORDED IN PLAN BOOK 141, PAGE 42.
c. "RIGHT-OF-WAY PLAN FOR THE VIRGINIA-CARTER STREET INTERCEPTOR SEWER" BY THE CITY OF PORTLAND DEPARTMENT OF PUBLIC WORKS, DATED APRIL 9, 1976 PROVIDED BY THE CITY OF PORTLAND ENGINEERING DEPARTMENT.
 5. THE PARCEL SURVEYED IS IDENTIFIED ON THE CITY OF PORTLAND TAX ASSESSOR'S MAP 389, BLOCKS D & E, PARCELS 10 THRU 14 AND 2 THRU 7 RESPECTIVELY.
 6. THE PARCELS SHOWN ARE LOCATED IN THE R2 ZONE/DISTRICT. PORTIONS OF BULK AND SPACE REQUIREMENTS ARE AS FOLLOWS:
MINIMUM LOT AREA = 10,000 S.F.
MINIMUM STREET FRONTAGE = 50'
MINIMUM LOT WIDTH = 80'
SETBACKS:
FRONT YARD.....25'
REAR YARD.....25'
SIDE YARD.....25'
*SIDE YARD DEPENDENT ON HEIGHT OF BUILDING
**VERIFY ALL BUILDING SETBACKS PRIOR TO CONSTRUCTION
 7. THE WIDTH AND LAYOUT OF ROADS ARE AS FOLLOWS:
a. PAMELA STREET (AKA PAMELA ROAD) 50' AND FROM PLAN REFERENCED IN NOTE 4.a. ABOVE
b. CRESTVIEW DRIVE 50' AND FROM PLAN REFERENCED IN NOTE 4.a. ABOVE ALICE STREET 60' FROM PLAN REFERENCED IN NOTE 4.a. ABOVE
 8. REFERENCE IS MADE TO THE FOLLOWING TAKING OF RECORD:
a. TAKING OF PROPERTY BY THE CITY OF PORTLAND FOR THE USE OF A SEWER RIGHT OF WAY AS DESCRIBED IN DEED BOOK 3895, PAGE 85.
 9. TOTAL AREA OF DELINEATED WETLANDS ON SITE IS 40,930 S.F.±
 10. THE UTILITIES SHOWN ON THIS PLAN WERE FROM FIELD OBSERVATION ONLY. THERE MAY BE OTHER UTILITIES EXISTING THAT ARE NOT SHOWN. CONTACT DIG-SAFE (888)DIG-SAFE PRIOR TO ANY EXCAVATION WORK.
 11. SOME LOTS OF THIS SUBDIVISION CONTAIN AREAS OF WETLANDS PROPOSED TO BE FILLED. SEE PLAN FOR LOCATIONS.
 12. THIS PLAN SUPERCEDES THE PLAN REFERENCED IN NOTE 4.a. ABOVE. THE PURPOSE/INTENT OF THIS PLAN IS TO SHOW MODIFICATIONS THAT HAVE BEEN MADE TO THE LOTS SINCE THE DATE OF THE ABOVE REFERENCED PLAN AND TO CHANGE THE LOT LINE BETWEEN LOTS 36 AND 37 TO BRING LOT 37 INTO COMPLIANCE WITH THE MINIMUM LOT WIDTH REQUIREMENT OF 80' PER THE CITY OF PORTLAND LAND USE REGULATIONS.

PROJECT:	33229	DRAWING NAME:	33229.DWG
DATE:	MAY 10, 2012	SCALE:	1"=40'
FIELD BY:	ADA, MJB, SB, JAP	DRAWN BY:	ADA

AMENDED SUBDIVISION PLAN
CRESTVIEW ACRES, PORTLAND, MAINE

Owner:
JAY AND DIANE MENARIO
21 PAMELA ROAD, PORTLAND, MAINE

Prepared For:
TELOS CAPITAL, LLC
2 MILK STREET, PORTLAND, MAINE 04101

SURVEYING ENGINEERING LAND PLANNING

Northeast Civil Solutions

INCORPORATED

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800.882.2227

STAMP AND SIGNATURE

Preliminary

M. JOHANN BLISSMAN
MAINE P.L.S. No. 1314

DATE
7-3-14

IF THIS PLAN DOES NOT CONTAIN AN EMBOSSED SEAL, IT IS NOT AN ORIGINAL AND MAY BE VOID. EMBOSSED SEAL ABOVE

