

August 8, 2012

Barbara Barhydt  
Development Review Services Coordinator  
Portland Planning Division  
4<sup>th</sup> Floor, Portland City Hall  
389 Congress Street  
Portland, Maine 04101

Subject: Gertrude Avenue Improvements and Construction of a Single-Family House  
Level I Minor Residential Application

Dear Barbara,

Gorrill-Palmer Consulting Engineers, Inc. is pleased to submit the attached Level I- Minor Residential Site Plan Application for the construction of a single family house on behalf of our client, Tim Higgins, Higgins Builders (applicant). A corresponding Level I- Site Alteration Application for the construction of a 70 foot section of Gertrude Avenue to City Standards has also been submitted under separate cover. Mr. Higgins is seeking to extend Gertrude Avenue by 70 feet in order to provide adequate frontage for the proposed development.

Project Description

Access to the lot will be from Gertrude Avenue, off of Washington Avenue. Currently, Gertrude Avenue is an Accepted City Street up to the frontage of the proposed development. The applicant proposes to construct an additional 70 feet of Gertrude Avenue to City standards in order to provide the necessary frontage along an accepted City Street to construct a single family residence.

Zoning

The project is located in the R-3 Residential Zone. Single-family detached dwellings are a permitted use in the R-3. The lot is 6,893 sf. The proposed development meets all applicable frontage and setback requirements of the R-3 zone.

Right, Title and Interest

We have enclosed a copy of the Warranty Deed granting the site on which the single family house is proposed to Higgins Builders from Stephen A. MacKenzie and Carol J. MacKenzie.

2719/Gertrude Ave

### State and Federal Permits

No State or Federal Permits are required for this proposal.

### Existing and/or Proposed Easements or Other Burdens

No new easements are proposed as part of this project. According to the submitted boundary survey, there are no existing easements or encumbrances on the site on which the single family house is proposed.

### Waivers

The applicant requests a waiver from the requirement that two street trees be planted in the City ROW. Due to site constraints, the applicant proposes planting the two trees inside the property line. The proposed location of the trees has been shown on the enclosed site plan.

### Financial Capacity

We have attached a letter from John Lufkin, Vice President and Regional Bank Officer of Gorham Savings Bank as evidence of financial capacity. Higgins Builders has constructed numerous single-family residential projects in the area and has adequate technical capacity to complete the project.

### Fire Safety

In accordance with NFPA 13D and City of Portland standards, the proposed building will be sprinkled. Access will be from Gertrude Avenue, which will be constructed to City standards providing adequate width for emergency vehicle access. There is a hydrant located at the corner of Washington Avenue and Mona Road, opposite Gertrude Avenue. The proposed development is not located in Fire Districts 1 or 2.

### Site Plan Standards

The following provides a description of the project according to applicable site plan standards of Section 14-526 of the City of Portland Land Use Code:

- a. Transportation: Gertrude Street will be constructed to City standards and is proposed to connect seamlessly into the existing street and adjacent street network. The proposed development will provide safe access via a single driveway from Gertrude Avenue. The driveway is proposed at 10 feet wide at the property line and is located 33 feet from the nearest adjacent driveway. Two off-street parking spaces meeting applicable dimensional requirements are provided.
- b. Environmental Quality: No significant natural features, as defined in Section 14-526 (b) 1 of the Land Use Code would be impacted by the proposed development. Two

new street trees are proposed along the property frontage inside the property line. The property will be regarded as shown on the enclosed Grading and Drainage Plan.

- c. **Public Infrastructure and Community Safety:** To the best of our knowledge, no master plans and facilities plans, as listed in Section 15 of the Technical Manual apply to this project. The applicant proposed to extend the existing sewer line under Gertrude Avenue. The applicant proposed to replace the existing culvert under Gertrude Avenue, as shown on the plans. The design and orientation of the house and property provide clear delineation between public and private space. The design includes windows on all four sides of the structure, providing adequate opportunity for surveillance of outside spaces, in accordance with CPTED principles. Adequate access for emergency vehicles is provided via Gertrude Avenue. The building will be sprinkled in accordance with NFPA 13 D. Water for domestic use and the required sprinkler system will be supplied from the existing water line along Gertrude Avenue via a 1 ½" connection.
  
- d. **Site Design Standards:** The site is not located within a designated historic district and will not impact a designated historic landscape. Elevation drawings of the proposed structure are enclosed.

Conclusion

As required by the City of Portland Code of Ordinances, Gorrill-Palmer Consulting Engineers, Inc. submits the enclosed application materials for your review. We look forward to discussing this and any other project-related matters with you.

Please feel free to contact our office with any questions.

Sincerely,

Gorrill-Palmer Consulting Engineers, Inc.



Molly Casto, AICP  
Senior Planner