

402-D-11

Gertrude Ave.

Street Construction

Tim Higgins



PORTLAND MAINE

Strengthening a Remarkable City. Building a Community for Life • www.portlandmaine.gov

Planning & Urban Development Department
Jeff Levine, AICP, Director

Planning Division
Alexander Jaegerman, Director

October 3, 2012

Tim Higgins
Higgins Builders
PO Box 8142
Portland, ME 04104

Molly Casto/Al Palmer
Gorrill Palmer Consulting Engineers
PO Box 1237, 15 Shaker Road
Gray, ME 04039

Project Name: Gertrude Avenue Construction
Address: Gertrude Avenue
Project ID: 2012-560
CBL: 402-D-11
Applicant: Tim Higgins, Higgins Builders
Planner: Nell Donaldson

Dear Mr. Higgins:

On October 3, 2012, the Planning Authority approved with conditions a Level I site plan for the construction of approximately 70' of Gertrude Avenue. The decision is based upon the application as submitted by Higgins Builders and prepared by Gorrill Palmer Consulting Engineers (dated September 18, 2012, with revisions on October 1, 2012). The proposal was reviewed for conformance with the standards of the City of Portland's site plan ordinance (Section 14-526). The Level I site plan is approved with the following waivers and conditions:

A. WAIVERS

Sidewalk

The application includes a request for a waiver from the sidewalk provision of the ordinance, and cites the following criteria from Section 14-506(b):

- 2) There is no sidewalk in existence or expected within 1000 feet and the construction of sidewalks does not contribute to the development of a pedestrian oriented infrastructure
- 5) The street has been constructed or reconstructed without sidewalks in the last 24 months.

Section 14-403(b) of the city's ordinance further states that street extension projects shall include sidewalks "if located on a designated school walking route." Gertrude Avenue is not a designated school walking route. As such, the sidewalk requirement is waived.

B. CONDITIONS OF APPROVAL

The Planning Authority found that the plan is in conformance with the site plan standards of the Land Use Code subject to the following condition(s) of approval:

1. Since the project lies in the Fall Brook Watershed, compliance with the city's Urban Impaired Stream standard is required. As such, the Applicant shall pay a compensation fee of \$135, made payable to the City of Portland and delivered to the Planning Division.

The approval is based on the October 1, 2012 site plan.

C. 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. Please also note that separate permits are required for any new signage.
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. **Performance Guarantee and Inspection Fees** A performance guarantee covering the site improvements, inspection fee payment of 2.0% of the guarantee amount and 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. **Defect Guarantee** A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
6. **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, 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.
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 Nell Donaldson at (207) 874-8723.

Sincerely,



Alexander Jaegerman
Planning Division Director

CC: Jeff Levine, Director of Planning and Urban Development
Alexander Jaegerman, Planning Division Director
Barbara Barhydt, Development Review Services Manager
Philip DiPierro, Development Review Coordinator, Planning
Margo 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-Pinco, 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
Matt Doughty, Field Inspection Coordinator, Public Services
Mike Farmer, Project Engineer, Public Services
Jane Ward, Administration, Public Services
Jeff Tarling, City Arborist, 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: "David Senus" <dsenus@woodardcurran.com>
To: "Helen Donaldson" <HCD@portlandmaine.gov>
CC: "David Margolis-Pineo" <DMP@portlandmaine.gov>
Date: 10/2/2012 8:43 AM
Subject: RE: FW: 2719 Gertrude revised Urban Impaired Stream calculation

Thanks Nell.

This is just fine as presented. Thanks for closing the loop.

-Dave

-----Original Message-----

From: Helen Donaldson [mailto:HCD@portlandmaine.gov]
Sent: Tuesday, October 02, 2012 8:40 AM
To: David Senus
Cc: David Margolis-Pineo
Subject: Fwd: FW: 2719 Gertrude revised Urban Impaired Stream calculation

Dave,

Revised, and closer to the 940 sf. Is that small discrepancy okay, or should I pursue it?

Nell

Helen Donaldson - Gertrude Ave

From: David Margolis-Pineo
To: Helen Donaldson
Date: 10/3/2012 8:41 AM
Subject: Gertrude Ave

Nell,

Sorry it has taken so long to return your call.

And yes you are correct that all the issues have been addressed on Tim Higgins project and it is good to go.

Helen Donaldson - RE: FW: 2719 Gertrude revised Urban Impaired Stream calculation

From: Philip DiPierro
To: Donaldson, Helen
Date: 10/2/2012 3:41 PM
Subject: RE: FW: 2719 Gertrude revised Urban Impaired Stream calculation

This should be fine.

Thanks.

Phil

>>> Helen Donaldson 10/2/2012 2:45 PM >>>
Phil,

Let me know if this covers your comments?

Nell

>>> Al Palmer <APalmer@gorrillpalmer.com> 10/2/2012 2:34 PM >>>
Hi,

[Attached is the updated Survey Plan from Owen Haskell.](#)

[Please contact our office with any questions.](#)

Thanks,

[Al Palmer](#)

From: Helen Donaldson [mailto:HCD@portlandmaine.gov]
Sent: Tuesday, October 02, 2012 8:54 AM
To: Al Palmer
Cc: Molly Casto; James Attianese; Tim Higgins (timahiggins@live.com)
Subject: Re: FW: 2719 Gertrude revised Urban Impaired Stream calculation

Al,

Thanks. This looks fine.

I'm waiting to confirm that these last changes are okay with David Margolis-Pineo. Then the only thing we'll be waiting on is the revised survey per Phil's comments. Do you have a sense of when we should be receiving that?

Nell

Nell Donaldson
Planner, City of Portland
389 Congress Street
Portland, Maine 04101
874-8723

hcd@portlandmaine.gov

>>> Al Palmer <APalmer@gorrillpalmer.com> 10/2/2012 8:29 AM >>>

Hi Nell,

Based on your call this morning, we rechecked the area calculations and the revised calculations are attached.

Thanks,

Al Palmer

From: James Attianese
Sent: Tuesday, October 02, 2012 8:28 AM
To: Al Palmer
Subject: 2719 Gertrude revised Urban Impaired Stream calculation

Thanks,

James Attianese
Gorrill-Palmer Consulting Engineers, Inc.
P.O. Box 1237
15 Shaker Road
Gray, Me 04039
207-657-6910 phone
207-657-6912 fax

Helen Donaldson - 2719 - Gertrude Street - comments from David Senus

From: Al Palmer <APalmer@gorrillpalmer.com>
To: Helen Donaldson <HCD@portlandmaine.gov>, David Senus <dsenus@woodardcurr...>
Date: 10/1/2012 3:49 PM
Subject: 2719 - Gertrude Street - comments from David Senus
CC: Molly Casto <mcasto@gorrillpalmer.com>, James Attianese <JAttianese@gorr...>
Attachments: urban impaired calculation.doc; C201 - House Lot - Layout, Utility and Grading.pdf; C101 - Gertrude Avenue - Grading and Drainage Plan.pdf; C101 - Gertrude Avenue - Layout and Utility Plan.pdf; C103 - Gertrude Avenue - Details.pdf

Hi,

Attached please find:

- Drawings C101, C102, C103 and C201 revised based on Tim's discussion with David regarding the electrical service
- Urban Impaired Stream Fee Calculation based on Woodard & Curran's comments.

We emailed a draft opinion of cost for the Performance Guarantee to Nell and Phil this morning.

Please let us know if there is any further information that the City requires at this time. After you have had a chance to review the drawings, please let us know how many copies are required by the City and we'll deliver them to Planning tomorrow.

Thanks,

Al Palmer

From: Molly Casto
Sent: Tuesday, September 25, 2012 11:59 AM
To: Al Palmer
Subject: Fwd: comments from David Senus

From Nell

Sent from my iPhone. Pls. pardon any spelling errors.

Begin forwarded message:

From: Helen Donaldson <HCD@portlandmaine.gov>
Date: September 25, 2012, 11:57:36 AM EDT
To: Molly Casto <mcasto@gorrillpalmer.com>
Subject: comments from David Senus

Molly,

See attached. Let me know if you have questions. It seems as though we can square these and David Margolis-Pineo's comments away fairly easily, I hope.

Again, I'll get back to you on the monumentation requirements.

Have you had a chance to check on the status of the survey?

Nell

Nell Donaldson
Planner, City of Portland
389 Congress Street
Portland, Maine 04101
874-8723
hcd@portlandmaine.gov

**LETTER OF
 TRANSMITTAL**

PO Box 1237
 15 Shaker Road
 Gray, ME 04039


(207) 657-6910
 Fax: (207) 657-6912
 E-mail: mailbox@gorrillpalmer.com

To: **Helen Donaldson**
City of Portland - Planning Dept.
389 Congress Street
Portland, ME 04101-3503

Via: **USPS**
 RE: **Plan Set**
 Date: **October 5, 2012**
 Project No: **2719**

For your use <input checked="" type="checkbox"/>		As requested <input type="checkbox"/>		For Review and comment <input type="checkbox"/>	
Shop Drawings <input type="checkbox"/>	Prints <input type="checkbox"/>	Plans <input type="checkbox"/>	Specifications <input type="checkbox"/>	Copy of letter <input type="checkbox"/>	Other <input type="checkbox"/>
Copies	Date	Number	Description		
3	10/5/12		Plan Set for Gertrude Avenue, Portland		

Remarks:

Copy To:	Timothy Higgins File	Signed Alton M. Palmer III, P.E.
		

Helen Donaldson - Re: comments from David Senus

From: Helen Donaldson
To: mcasto@gorrillpalmer.com
Date: 9/26/2012 8:57 AM
Subject: Re: comments from David Senus
CC: Al Palmer; James Attianese

Molly and Al,

Barbara had a chance to speak with DPS yesterday and Bill Clark's comments regarding monuments were in error. You will not need to set monuments on Gertrude Ave. Apologies for the mix-up on our end.

Let me know if you have any questions about where to go from here. I'll be looking for final revisions (and the revised survey), then will issue a formal approval letter. After that, you should be on your way.

Thanks,
Nell

Nell Donaldson
Planner, City of Portland
389 Congress Street
Portland, Maine 04101
874-8723
hcd@portlandmaine.gov

>>> Helen Donaldson 9/25/2012 11:57 AM >>>

Molly,

See attached. Let me know if you have questions. It seems as though we can square these and David Margolis-Pineo's comments away fairly easily, I hope.

Again, I'll get back to you on the monumentation requirements.

Have you had a chance to check on the status of the survey?

Nell

Nell Donaldson
Planner, City of Portland
389 Congress Street
Portland, Maine 04101
874-8723
hcd@portlandmaine.gov

MEMORANDUM



TO: Nell Donaldson, Planner
FROM: David Senus, P.E. & Ashley Auger, E.I.T.
DATE: September 25, 2012
RE: Gertrude Ave Extension, Level I Site Plan Application

Woodard & Curran has reviewed the response to comments on the Level I Site Alteration Application for the Gertrude Avenue extension located in Portland, Maine. The project consists of construction of approximately 70 linear feet of Gertrude Avenue with access to a new single family residential lot.

Documents Provided By Applicant

- Response to Comments Letter and attachments dated September 18, 2012, prepared by Gorrill Palmer Consulting Engineers, Inc., on behalf of Tim Higgins.
- Engineering Plans, Sheets C101-C103, revised September 18, 2012, prepared by Gorrill Palmer Consulting Engineers, Inc., on behalf of Tim Higgins.

Comments

- 1) Urban Impaired Stream Standard: The project falls within the Fall Brook Watershed, which is classified as an Urban Impaired Stream by the MaineDEP. The City of Portland requires that all development, except single and two-family homes, subject to City of Portland review shall be required to comply with the Urban Impaired Stream Standard pursuant to MaineDEP Chapter 500 Stormwater Management Rules if they are located within an Urban Impaired Stream watershed (Technical Manual, Section 5. II. A.). A project in the direct watershed of an urban impaired stream must pay a compensation fee or mitigate project impacts by treating, reducing, or eliminating an off-site or on-site pre-development impervious stormwater source following the guidance outlined in MaineDEP Chapter 500 standards. The Level I Site Alteration application associated with the extension of Gertrude Ave shall be subject to meeting the Urban Impaired Stream Standard; the single family home permitted under a Level 1 Minor Residential Application will not be subject to this standard. If the Applicant has decided to pay a compensation fee as a means of meeting the UIS standard, please provide a calculation of the fee based on the table in MaineDEP Chapter 500 Section 6.A.(1); refer to Technical Manual, Section 5 for a copy of the Chapter 500 Standards.
- 2) All other comments from previous review memo (8/24/2012) have been adequately addressed.

August 23, 2012
September 24, 2012

TO: Shukria Wiar
Jean Fraser
Nelle Donaldson
Barbara Barhydt
Alex Jaegerman
Barbara Barhydt
FROM: David Margolis-Pineo
Dept. of Public Services
RE: Review Comments: 74 Gertrude Ave – Tim Higgins

The Department of Public Services has the following comments.

1. It is recommended that the power and communication cables be placed underground to the propose house from the proposed pole.
The applicant is proposing a mid-span power pole and placing a second “Riser Pole with Standoff Brackets” within the road right of way and within the proposed drainage rip-rap apron. The applicant is requested to eliminate the “Riser Pole” and run the electric/communications cables underground from the mid-span pole. Also, as shown, the mid-span would be in the way of extending the Gertrude Ave curb line in the future. Please review to see if this pole can be placed outside of any future curb extension.
2. It is recommended that the applicant consider extending the 12” RPP(?) culvert to discharge into the DMH with a rim of 74.57 and to incorporate a field inlet to capture site drainage. This would eliminate the need to place rip-rap and install a new 18 RCP with a rip-rap apron. The existing 18” CMP could then be removed. This would leave an area within the road right of way to install a stormwater treatment system if required.
This issue has been discussed with the applicant and no further comment is needed.
3. It is desirable to have the existing sewer lateral from the abutting lot come into the collection system downstream of the proposed sanitary manhole. This can be accomplished in one of two ways. Extend the manhole to the end of the proposed stub with the required easement or bring the lateral into the system downstream of the proposed manhole where it is currently proposed.
This issue has been addressed.

We have no further comments at this time.

Helen Donaldson - Re: Final Review Comments - 75 Gertrude Ave - Tim Higgins

From: William Clark
To: Barbara Barhydt; David Margolis-Pineo; Helen Donaldson
Date: 9/25/2012 9:01 AM
Subject: Re: Final Review Comments - 75 Gertrude Ave - Tim Higgins
CC: David Senus; Michael Farmer

Please make sure the area to be accepted as an official city street is clearly defined and that monumentation is set. We have required monumentation on other similar streets such as Plymouth St, Pennell Ave. ETC

Thanks,

Bill

↓
N/A PER DPS MITG/
BARBARA

>>> David Margolis-Pineo September 24, 2012 4:35 PM >>>
Please see attached.

September 18, 2012

Ms. Nell Donaldson, Planner
4th Floor, Portland City Hall
389 Congress Street
Portland, Maine 04101

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

Dear Nell,

Gorrill-Palmer Consulting Engineers, Inc. has reviewed the comments from City Staff to date, including letters from the Department of Public Services date August 23, 2012, Phil DiPierro dated August 22, 2012 and Woodard & Curran, dated August 24, 2012. Each of the comments is repeated below with our response as follows:

Comments from Department of Public Services dated August 23, 2012

Comment 1 - *It is recommended that the power and communication cables be placed underground to the propose house from the proposed pole.*

Response – A new riser pole has been added to the site side of the roadway to allow underground conduits on the house lot and maintain overhead above the roadway.

Comment 2 - *It is recommended that the applicant consider extending the 12" RPP(?) culvert to discharge into the DMH with a rim of 74.57 and to incorporate a field inlet to capture site drainage. This would eliminate the need to place rip-rap and install a new 18 RCP with a rip-rap apron. The existing 18" CMP could then be removed. This would leave an area within the road right of way to install a stormwater treatment system if required.*

Response – Based upon discussions with City staff, it has been agreed that the tributary area to the new 18" culvert will be reduced and would not impact the downstream abutter and the current configuration of the culvert could remain and not require any downstream easements.

Comment 3 - *It is desirable to have the existing sewer lateral from the abutting lot come into the collection system downstream of the proposed sanitary manhole. This can be accomplished in one of two ways. Extend the manhole to the end of the proposed stub with the required easement or bring the lateral into the system downstream of the proposed manhole where it is currently proposed.*



Ms. Nell Donaldson
September 18, 2012
Page 2 of 4

Response - The abutting lot lateral has been relocated, such that it is downstream of the new manhole.

Comments from Phil DiPierro dated August 22, 2012

Comment 1 – *You may want to consider add a stone drip edge along the front of the house to help facilitate drainage.*

Response – At this time, a drip edge has not been proposed at the front of the house.

Comment 2 – *Please revise the erosion control plan to include silt fence around the disturbed areas along both sides and front of the site. The ditch that is being re-graded along the front of the site should include erosion control blankets in the areas that are not being riprapped.*

Response – Silt fence has been added to the plan as requested. A note specifying erosion control blanket has been added to the roadway plan requiring the blankets on steep slopes.

Comment 3 – *Please revise the grading plan to include a culvert under the driveway in order to facilitate drainage from along the western sideline, preventing stormwater from flowing into the street.*

Response – Based upon discussions with Staff, it has been agreed that the current configuration of the lot would allow for a reduction of tributary area toward the downstream abutter. Installation of a driveway culvert would direct more flow toward the downstream abutter and away from the municipal storm drain. Therefore a driveway culvert would not be warranted to direct flow from the side of the lot.

Additional responses to comments in this letter relative to survey requirements will be submitted to the City under separate cover from Owen Haskell.

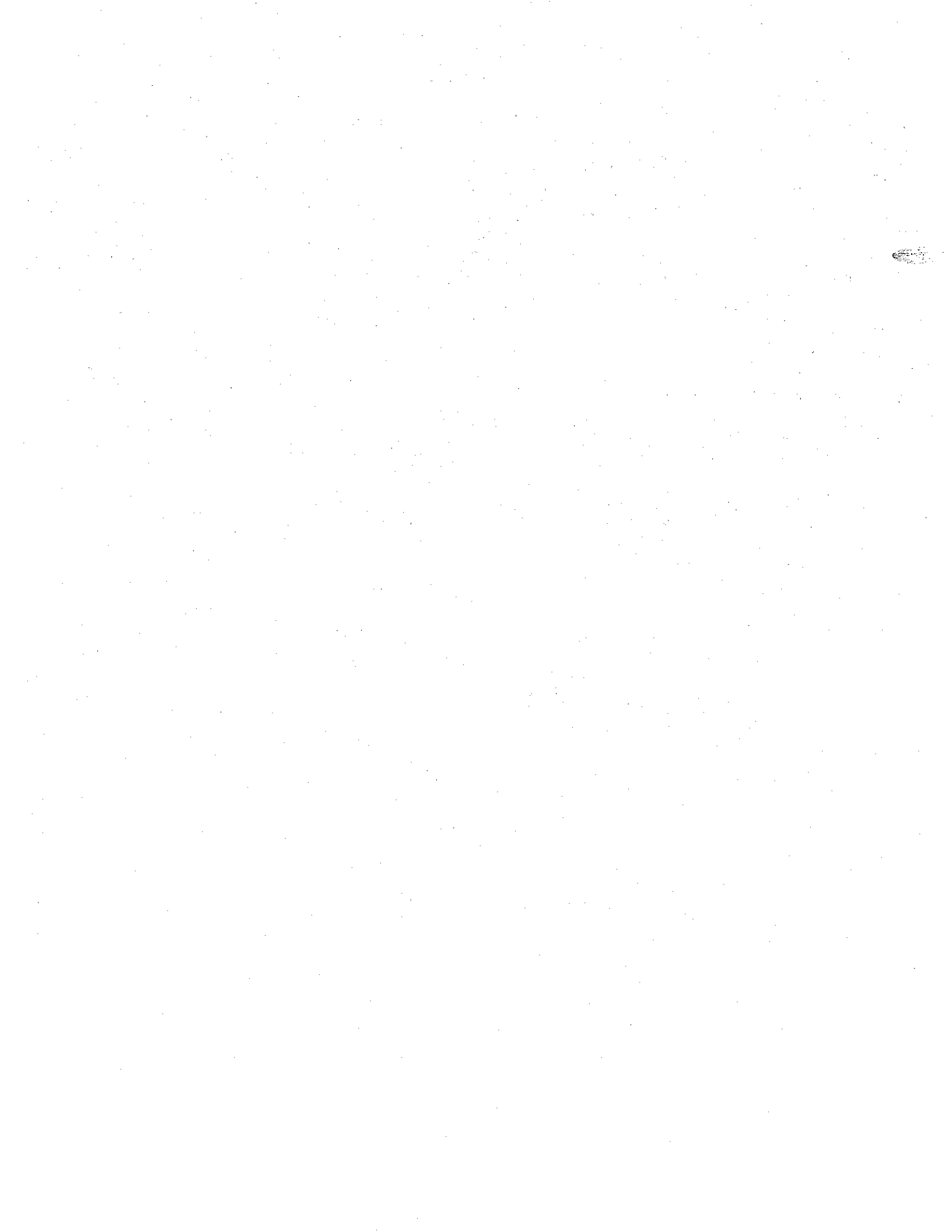
Comments from Woodard & Curran dated August 24, 2012

Comment 1 – *The Applicant should provide the following details:*

- a) Driveway apron cross-section in accordance with the City of Portland Technical Manual*
- b) Sewer Manhole in accordance with the City of Portland Technical Manual*
- c) Pipe Connection in accordance with the City of Portland Technical Manual*

Response – Each of the requested details has been added to the detail sheet.

Comment 2 – *The Applicant should update the pipe installation detail to include values for the dimensions referenced in the detail. Specifically, dimension “B” should be a minimum of 9” per the notes included in Figure II-12 of the City of Portland Technical Manual.*



Ms. Nell Donaldson
September 18, 2012
Page 3 of 4

Response – The detail has been updated as requested.

Comment 3 – *The Applicant should provide additional information on the installation or replacement of disturbed riprap, including stone size, and thickness.*

Response - Notes have been added to the plan specifying rip rap size and thickness.

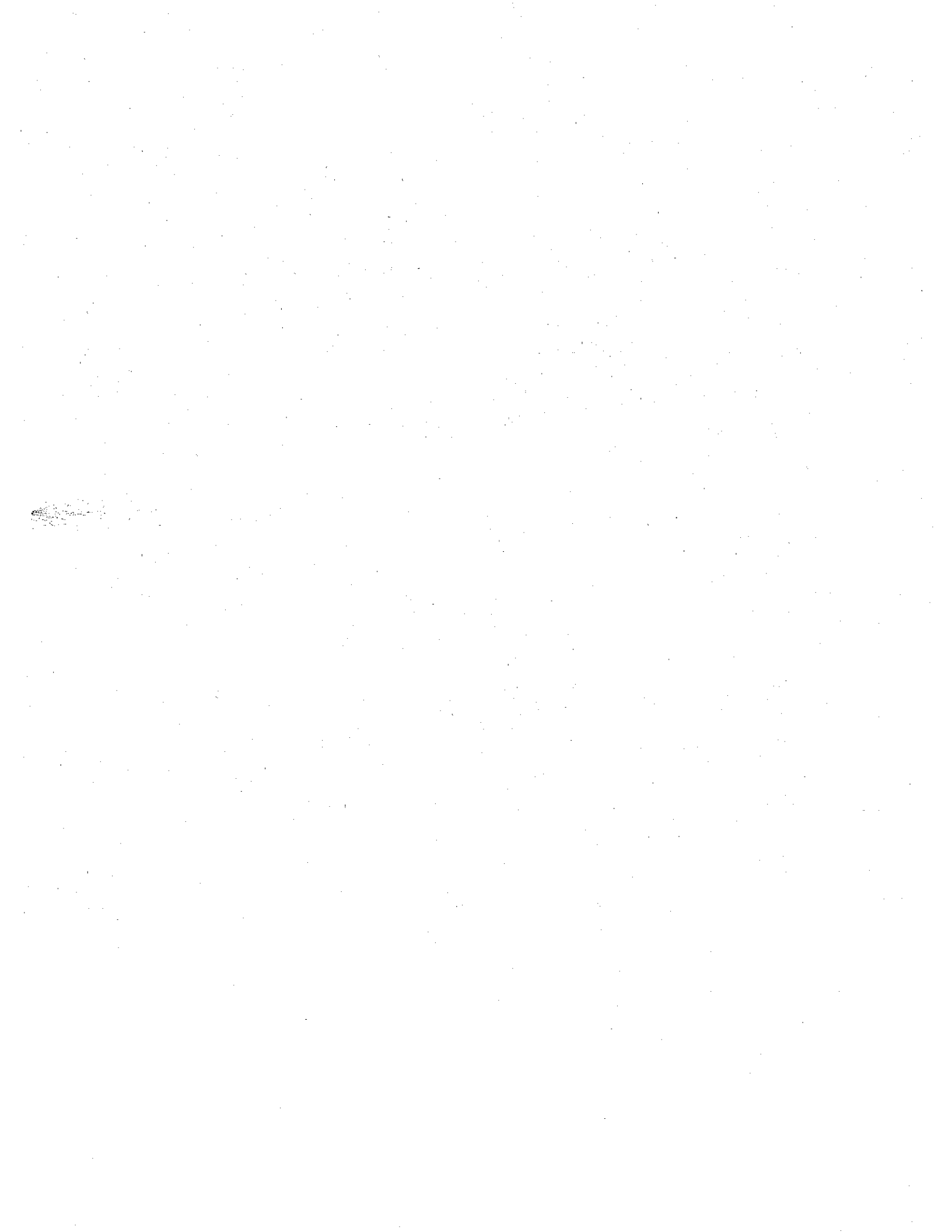
Comment 4 – *A Level I Site Plan Submission is required to include proposed stormwater management control and a soil erosion control plan (City of Portland Land Use Code, Article V. Site Plan, Section 14-527(b) (12) and (13)) in conformance with the Basic, General, Flooding, and Urban Impaired Stream standards outlined in Section 5 of the City of Portland Technical Manual (Section 14-524(a)2.d.(ii)(b): Level 1 Site Alteration Plans are required to conform with certain site plan standards contained in the City Code of Ordinances, Section 14-526, including Environmental Quality Standards outlined in Section 14-526(b) 3– Water Quality, Stormwater Management and Erosion Control):*

a) Basic Standards: Details should be provided to address erosion and sediment control requirements, inspection and maintenance requirements, and good housekeeping practices in accordance with Appendix A, B, & C of MaineDEP Chapter 500.

b) General Standards: Based on the Project Data Sheet submitted by the applicant, the new roadway (Level I Site Plan Application) will create 1,960 sq ft of new impervious area. With the proposed increase in impervious area, per the City of Portland Technical manual, the Applicant is required to submit a stormwater management plan and provide treatment in conformance with the General Standard for the road extension.

c) Flooding Standard: The Applicant should demonstrate that peak stormwater runoff from the post development site does not exceed pre-development flows, or results in only minor increases. We anticipate that any increase in stormwater runoff due to the proposed roadway impervious area will be small, and would likely recommend a waiver from the flooding standard if there is an increase in flow. The Applicant should, however, identify the closest closed drainage system in Gertrude Avenue.

d) Urban Impaired Stream Standard: The project falls within the Fall Brook Watershed, which is classified as an Urban Impaired Stream by the MaineDEP. The City of Portland requires that all development, except single and two-family homes, subject to City of Portland review shall be required to comply with the Urban Impaired Stream Standard pursuant to MaineDEP Chapter 500 Stormwater Management Rules if they are located within an Urban Impaired Stream watershed (Technical Manual, Section 5. II. A.). A project in the direct watershed of an urban impaired stream must pay a compensation fee (as allowable by the City) or mitigate project impacts by treating, reducing, or eliminating an off-site or on-site pre-development impervious stormwater source following the guidance outlined in MaineDEP Chapter 500 standards. The Level I Site Alteration application associated with the extension of Gertrude Ave shall be subject to meeting the Urban Impaired Stream Standard; the single family home permitted under a Level 1 Minor Residential Application will not be subject to this standard.



Ms. Nell Donaldson
September 18, 2012
Page 4 of 4

Response - Based upon discussions with City Staff, subsequent to receipt of comments, it has been determined that stormwater treatment will not be required for this project, "*since the change in impervious surface is less than 1,000 SF and this project is to result in an adopted city right-of-way.*"

Comment 5 – *The Stormwater Management Plan will need to include a stormwater inspection and maintenance plan for all stormwater BMP's designed to meet the General Standards, developed in accordance with and in reference to MaineDEP.*

Response – Based upon discussions with City Staff, subsequent to receipt of comments, it has been determined that stormwater treatment will not be required for this project, "*since the change in impervious surface is less than 1,000 SF and this project is to result in an adopted city right-of-way.*"

Conclusion

Gorrill-Palmer Consulting Engineers, Inc. appreciates the opportunity to respond to these comments and looks forward to your review of our responses. Should you have any questions or require any additional information, please contact us.

Sincerely,

Gorrill-Palmer Consulting Engineers, Inc.



Alton M. Palmer
Senior Vice President

Copy: Mr. Tim Higgins

Enclosure



PORTLAND MAINE

Strengthening a Remarkable City, Building a Community for Life • www.portlandmaine.gov

Planning & Urban Development Department

Jeff Levine, AICP, Director

Planning Division

Alexander Jaegerman, Director

August 31, 2012

Tim Higgins
Higgins Builders
PO Box 8142
Portland, ME 04104

Molly Casto
Gorrill Palmer Consulting Engineers
PO Box 1237
15 Shaker Road
Gray, ME 04039

RE: Staff Review Comments for Level I: Site Alteration

Project Name: Gertrude Avenue Construction
Applicant: Tim Higgins, Higgins Builders
Planner: Nell Donaldson

Project ID: 2012-560
CBL: 402-D-11

Dear Mr. Higgins:

Thank you for submitting an application for the construction of approximately 70' of Gertrude Avenue. The Planning Authority is evaluating this proposal as a final plan subject to the following applicable Land Use Code provisions:

- Site Plan Ordinance, Article V
- Section 14-403 Street Extension

The city's findings, based on the preliminary plans, are as follows.

1. Transportation Standards

The application includes a sidewalk waiver request based on the following criteria:

- 2) There is no sidewalk in existence or expected within 1000 feet and the construction of sidewalks does not contribute to the development of a pedestrian oriented infrastructure
- 5) The street has been constructed or reconstructed without sidewalks in the last 24 months.

Section 14-403(b) further states that street extension projects shall include sidewalks "if located on a designated school walking route." Gertrude Avenue is not a designated school walking route.

As such, a sidewalk waiver will be granted for this project. In 2010, a waiver was granted for the adjacent property on similar grounds.

2. Environmental Quality Standards

Lauren Swett, consulting Civil Engineer, provided the following comments:

1. The Applicant should provide the following details:
 - ✓ a. Driveway apron cross-section in accordance with the City of Portland Technical Manual
 - ✓ b. Sewer Manhole in accordance with the City of Portland Technical Manual
 - ✓ c. Pipe Connection in accordance with the City of Portland Technical Manual
2. The Applicant should update the pipe installation detail to include values for the dimensions referenced in the detail. Specifically, dimension “B” should be a minimum of 9” per the notes included in Figure II-12 of the City of Portland Technical Manual.
3. The Applicant should provide additional information on the installation or replacement of disturbed riprap, including stone size, and thickness.
4. A Level I Site Plan Submission is required to include proposed stormwater management control and a soil erosion control plan (*City of Portland Land Use Code, Article V. Site Plan, Section 14-527(b) (12) and (13)*) in conformance with the Basic, General, Flooding, and Urban Impaired Stream standards outlined in Section 5 of the City of Portland Technical Manual (*Section 14-524(a)2.d. (ii)(b): Level 1 Site Alteration Plans are required to conform with certain site plan standards contained in the City Code of Ordinances, Section 14-526, including Environmental Quality Standards outlined in Section 14-526(b) 3 – Water Quality, Stormwater Management and Erosion Control*):
 - a. *Basic Standards*: Details should be provided to address erosion and sediment control requirements, inspection and maintenance requirements, and good housekeeping practices in accordance with Appendix A, B, & C of MaineDEP Chapter 500.
 - b. *General Standards*: Based on the Project Data Sheet submitted by the applicant, the new roadway (Level I Site Plan Application) will create 1,960 sq ft of new impervious area. With the proposed increase in impervious area, per the City of Portland Technical Manual, the Applicant is required to submit a stormwater management plan and provide treatment in conformance with the General Standard for the road extension.
 - c. *Flooding Standard*: The Applicant should demonstrate that peak stormwater runoff from the post-development site does not exceed pre-development flows, or results in only minor increases. We anticipate that any increase in stormwater runoff due to the proposed roadway impervious area will be small, and would likely recommend a waiver from the flooding standard if there is an increase in flow. The Applicant should, however, identify the closest closed drainage system in Gertrude Avenue.
 - d. *Urban Impaired Stream Standard*: The project falls within the Fall Brook Watershed, which is classified as an Urban Impaired Stream by the MaineDEP. The City of Portland requires that all development, except single and two-family homes, subject to City of Portland review shall be required to comply with the Urban Impaired Stream Standard pursuant to MaineDEP Chapter 500 Stormwater Management Rules if they are located within an Urban Impaired Stream watershed (*Technical Manual, Section 5. II. A.*). A project in the direct watershed of an urban

impaired stream must pay a compensation fee (as allowable by the City) or mitigate project impacts by treating, reducing, or eliminating an off-site or on-site pre-development impervious stormwater source following the guidance outlined in MaineDEP Chapter 500 standards. The Level I Site Alteration application associated with the extension of Gertrude Ave shall be subject to meeting the Urban Impaired Stream Standard; the single family home permitted under a Level 1 Minor Residential Application will not be subject to this standard.

5. The Stormwater Management Plan will need to include a stormwater inspection and maintenance plan for all stormwater BMP's designed to meet the General Standards, developed in accordance with and in reference to MaineDEP Chapter 500 guidelines and Chapter 32 of the City of Portland Code of Ordinances.

The above comments relating to storm water management are based on the standards established in Section 14-526(b)3.b of the city's Code of Ordinances, which states that "all development, except Level I minor residential development, shall comply with the standards of Section 5 of the Technical Manual, including basic, general, and flooding standards, as applicable..." It has been noted that the area of new impervious surface cited above is incorrect, and that the total new impervious area for the road construction project is 940 square feet.

3. Public Infrastructure and Community Safety Standards

David Margolis-Pineo, of the Department of Public Services, provided the following comments:

1. It is recommended that the power and communication cables be placed underground to the propose house from the proposed pole.
2. It is recommended that the applicant consider extending the 12" RPP(?) culvert to discharge into the DMH with a rim of 74.57 and to incorporate a field inlet to capture site drainage. This would eliminate the need to place rip-rap and install a new 18 RCP with a rip-rap apron. The existing 18" CMP could then be removed. This would leave an area within the road right of way to install a stormwater treatment system.
3. It is desirable to have the existing sewer lateral from the abutting lot come into the collection system downstream of the proposed sanitary manhole. This can be accomplished in one of two ways. Extend the manhole to the end of the proposed stub with the required easement or bring the lateral into the system downstream of the proposed manhole where it is currently proposed.

It should be noted that, since providing these remarks, David Margolis-Pineo has spoken with Gorrill Palmer to further describe the city's comments regarding the site's proposed stormwater management system.

4. Site Design Standards

No comments.

Planning Staff Recommendation:

Please submit one (1) complete paper set of revised plans, along with documentation, to address the comments above. 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 or feel that a meeting would be helpful in formulating your revised plans, feel free to contact me at 874-8723 or by email at hcd@portlandmaine.gov.

Sincerely,

Nell Donaldson
Planner

Electronic Distribution:

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

Helen Donaldson - Re: FW: 2719 Gertrude Avenue house lot

From: Helen Donaldson
To: Al Palmer
Date: 9/13/2012 3:00 PM
Subject: Re: FW: 2719 Gertrude Avenue house lot
CC: mcasto@gorrillpalmer.com

Al,

I tried to call you this after and left an old-fashioned message. I'm about to leave the office for the weekend, so I'll try email as well. I want to make sure that this is resolved.

Per your calculations below, we agree that no drainage easement is required.

We will also not require stormwater treatment, since the change in impervious surface is less than 1,000 SF and this project is to result in an adopted city right-of-way. If you have questions on this, please contact Barbara in my absence.

Molly, let's be in touch about how to move forward from here. Apologies that this took so long to sort out.

Nell

Nell Donaldson
Planner, City of Portland
389 Congress Street
Portland, Maine 04101
874-8723

hcd@portlandmaine.gov

>>> Al Palmer <APalmer@gorrillpalmer.com> 9/7/2012 3:47 PM >>>

Hi,

Following up on the telephone conversation with Nell regarding this project, and Corporation Counsel's request for a downstream easement based on the assumption that this project was increasing flows to the culvert, we performed an evaluation of tributary area and curve number. As you will see from the information below, and the attached plan, the project as proposed will reduce runoff from this parcel tributary to the culvert under Gertrude Avenue, therefore it would appear that an easement is not required. The current grading plan directs approximately 2,554 sf of the parcel that used to drain towards the culvert to the Gertrude Street stormdrain system, thereby reducing the tributary flows to the culvert.

Please contact our office with any questions.

Thanks,

Al Palmer

From: James Attianese
Sent: Friday, September 07, 2012 1:57 PM
To: Al Palmer
Subject: 2719 Gertrude Avenue house lot

Al

The contributing watershed area of the Gertrude Avenue lot to the existing culvert was determined for the pre- and post development condition. A weighted Curve Number (CN) was also calculated for the pre- and post development condition. In order to determine if the culvert will see an increase or decrease in runoff due to the proposed single family house, the area multiplied by the CN was calculated. As can be seen on the attached pdf, the predevelopment Area x CN =381,920 and the post development Area x CN =285,822 indicating that the culvert will have less tributary runoff in the post development condition than it did in the predevelopment condition. Since the runoff will be reduced in the post development condition, it appears that a drainage easement is not warranted.

Thanks,

James Attianese
Gorrill-Palmer Consulting Engineers, Inc.
P.O. Box 1237
15 Shaker Road
Gray, Me 04039
207-657-6910 phone
207-657-6912 fax

LEVEL I: SITE ALTERATION

GERTRUDE AVE. 14-403

		Preliminary Plan	1 st Revision
Transportation	Standards		
	1. Impact on street system	<ul style="list-style-type: none"> • Sidewalk waiver request based on: 	
	2. Access & Circulation	<ul style="list-style-type: none"> • 2) None w/in 1000 ft • 5) street has been constructed w/o sidewalk in last two years • Granted by PB to adjacent development in 2010 based on: <ol style="list-style-type: none"> 1) no expectation of use and 2) no sidewalk in existence w/in 1000 feet 6) loss of significant natural features <p>IS SIDEWALK ON WASHINGTON (WIN 1000 FT...725 ft constructed)</p>	
	4. Parking	<ul style="list-style-type: none"> • Snow plowing? 	
Environmental	1. Preservation of Natural Features		
	2. Landscaping & Landscape Pres.	<ul style="list-style-type: none"> • Replacement for DCD clump? • Street trees should be in city ROW 	
	3. Water Quality, Storm Water Mgt, Erosion Control	<ul style="list-style-type: none"> • Drainage – moving detention area & enclosing w/ rip rap in city ROW? • Wetland to south? 	
Public Infrastructure & Comm. Safety	1. Consistency with Master Plans		
	5. Historic Resources		
Site Design	6. Exterior Lighting	<ul style="list-style-type: none"> • Street lights? 120' on local rds in res 	
	8. Signage and Wayfinding		
	9. Zoning Related Design Standards		

14-403

Underground utilities? (14-499(h)? Underground electric? Waiver denied in prior extension?

MISSING:

9/13/12 STORMWATER.

(A) WAIVER based on Δ in impervious under 1KSF.

D.S. fine with waiver, but have reviewed projects in this range ^{Δ}
+ required treatm.

adopted city ROW.

BB. but this is a "public" street
D.S. ~~Van Redden~~ Street - standards not applied
Pomeroy - are requiring

AJ - Riverside - \approx 700/1KSF fee

(B) fee option: if can't do on site +
b/w 1KSF - 15KSF.
or if $<$ 1KSF, de minimis

* Waive because
adopted city ROW $<$ 1KSF

* Alex to distribute emars w/ precedent/criteria

9/4 Al Palmer + Tom Haggins.

① Which storm standards apply? 946 SF NEW IMPERV.
↓ TM v. ORD.

IS LI SITE ALT REQ?

< 1KSF ^{NEW} IMPERV

① LI: 1,000 - 7,500
CREATION OF IMPERV B/W

[IF ORD. ^{N/A} OR NOT LEVEL I]
② CULVERT WORKS AS IS
but

Gen Standard?
underdrain filter
= 10K T

Urban Impaired?

↓ least cost = pay fee
\$200

↓ based on Δ?

[IF LEVEL I] IF STANDARDS HIGHER,
+ ORD applies THEN TREATMENT.

↓
manufactured
tree box
filter



⊗ Easement + wetlands
treat

NEED.

⊗ BASEMENT TO OFFLOAD SWATER
TO WETLAND.

ON SOMEONE
ELSE'S
PROPERTY

⊗ TAKE CARE OF IT ON SITE w/ TREATMENT.

⊗ show
that flow won't → CAN'T
increase.

From: Alex Jaegerman
To: Barbara Barhydt; Danielle West-Chuhta; Doug Roncarati; Katherine Earley; Penny St. Louis
CC: David Senus
Date: 8/10/2011 5:16 PM
Subject: Waiver Request for Stormwater Quality

We have two requests for waiver of stormwater quality treatment on administrative site plans, which I would like to resolve early next week if possible.

The situation at Sacred Heart involves a net increase in impervious surface of about 2,453 square feet, and at Waldron Way, about 5,000 square feet of additional impervious.

In both cases, the applicant is asserting that there is no readily apparent or practical and cost effective way to treat the relatively small area given the site and project constraints.

I have discussed the matter with Barbara, Doug Roncarati, and Dave Senus to get input and advice. I have learned that Portland has utilized the Filtera brand tree box filters in some municipal improvement projects where possible, and that it might be possible to utilize more of them if funding were available. The smallest Filtera unit costs about \$10,000 and treats about 1/3 acre of impervious surface run-off. They are sometimes used in combination with StormTech chambers, which drives the cost up. There are few solutions that can scale down to less than 1/3 acre unless the site is amenable to a small rain garden. Many sites can't accommodate a rain garden, and the under pavement filter units get very expensive very fast, and may well be overkill on these very small IS impact sites. Doug R. tells me that the threshold for stormwater quality in South Portland is 15,000 sf, but that they are struggling with the same issues, and might require detention for smaller IS impacts in CSO areas.

I would like to do two things: Decide on the waiver request for these two pending items, which I am leaning toward approving, and draft a waiver criteria for these matters for the Planning Board's consideration very soon, possibly September 13.

Our general waiver authority derives from sections 14-498 where the Technical Standards for subdivisions and site plans originate, and 14-506, where modifications authority is found. These stormwater quality standards under site plan are, in these instances, in excess of DEP requirements, and there is no express prohibition on the waiver authority.

The waiver criteria I propose would look something like this, to add to Chapter 5 of the Technical Manual at the end of page 132:

17. Water Quality Waiver. The Planning Board or authority may grant a waiver of the stormwater quality mitigation standards contained herein where all of the following conditions are demonstrated:

- a. the net increase in total impervious surface is at least 1,000 square feet and less than 15,000 square feet; and
- b. The applicant has demonstrated to the satisfaction of the Planning Board or Authority that there is no reasonable method to achieve the required stormwater quality mitigation on site due to grade, site constraints, or extreme cost factors; and
- c. The applicant pays a municipal stormwater quality mitigation fee in lieu of on-site stormwater quality mitigation in the amount of \$700 per 1,000 square feet of any net increase in impervious surface 1,000 square feet or greater and any fraction thereof, for use in municipal stormwater quality mitigation projects in Portland; and
- d. the site development plan includes measures to mitigate the stormwater quality and temperature through use of vegetated buffers, swales, green roofs, or other mitigation measures as are reasonable and cost effective, even if such measures do not achieve the full extent of treatment that would otherwise be required.

I would like to make a ruling on the two pending waiver requests by Wednesday, Aug 17, so will be interested in any input in that regard. Also any feedback on the waiver proposal.

Alex.

Alexander Jaegerman, AICP
Planning Division Director
389 Congress Street, Suite 400
Portland, ME 04101

Phone: (207)874-8724

Helen Donaldson - Re: and Gertrude Ave. 14-403...

From: Jeff Tarling
To: Helen Donaldson
Date: 8/28/2012 3:42 PM
Subject: Re: and Gertrude Ave. 14-403...
CC: Philip DiPierro



Hi Nell -

On Gertrude if we have any tree save areas we should ID them, the other lots protected the buffer along the North or Maine Avenue side of the lot.

And for Allagash, often when existing landscape features or tree / vegetation saves are proposed often the value is degraded as it appears there is value or trees but after the site work the trees they hoped to saved were not. An example was the recent Thrifty Car site on Westbrook Street...the trees we hoped to save were impacted by grading and site work.

Jeff

>>> Helen Donaldson 8/27/2012 8:09 AM >>>
Jeff,

Hope you had a good weekend.

Yes, this is the single family and street extension. You all did talk about it last Wednesday; I just wasn't there to write anything down! There are no street trees and a couple of replacement trees that I want you to check out. Let me know if you have questions.

Quick question on Allagash: It's pretty clear how I should write up the conditions for your first and third notes, but I want to make sure I'm getting at the right issue on the second. Is it sufficient to add a note to the landscape plan stating that 'additional shrubs may be required if tree save area (b/w road and parking lot) is reduced?'

Let me know today if you can. ...

Thanks, Jeff.
Nell

>>> Jeff Tarling 8/24/2012 2:22 PM >>>
Hi Nel -

Is this the single family unit? I think we covered this in the review meeting this week.

Sorry about the delay in the Allagash review, I was looking for the plans upstairs in

Engineering, when

I found them they didn't include the landscape plan sheet, but was able to compare the existing to the proposed. And several delays due to phone calls & inquiries !

Have a good weekend !

I plan to send the Gertrude review around 330 if OK, one more trip to the Western Prom to see the tree crew.

Jeff

>>> Helen Donaldson 8/24/2012 9:05 AM >>>

Jeff,

In addition to Allagash, I'm trying to get comments to the folks on the Gertrude Ave. 14-403. Can you send your thoughts when you have a chance?

Many thanks,
Nell

MEMORANDUM



TO: Nell Donaldson, Planner
FROM: Lauren Swett, P.E. & Ashley Auger, E.I.T.
DATE: August 24, 2012
RE: Gertrude Ave Extension, Level I Site Plan Application

Woodard & Curran has reviewed the Level I Site Alteration Application for the Gertrude Avenue extension located in Portland, Maine. The project consists of construction of approximately 70 linear feet of Gertrude Avenue, which will create approximate 1,960 Square-feet of new impervious surface.

Documents Provided By Applicant

- Site Plan Application and attachments dated August 3, 2012, prepared by Gorrill Palmer Consulting Engineers, Inc., on behalf of Tim Higgins.
- Engineering Plans, Sheets C101-C103, dated August 3, 2012, prepared by Gorrill Palmer Consulting Engineers, Inc., on behalf of Tim Higgins.

Comments

- 1) The Applicant should provide the following details:
 - a) Driveway apron cross-section in accordance with the City of Portland Technical Manual
 - b) Sewer Manhole in accordance with the City of Portland Technical Manual
 - c) Pipe Connection in accordance with the City of Portland Technical Manual
- 2) The Applicant should update the pipe installation detail to include values for the dimensions referenced in the detail. Specifically, dimension "B" should be a minimum of 9" per the notes included in Figure II-12 of the City of Portland Technical Manual.
- 3) The Applicant should provide additional information on the installation or replacement of disturbed riprap, including stone size, and thickness.
- 4) A Level I Site Plan Submission is required to include proposed stormwater management control and a soil erosion control plan (*City of Portland Land Use Code, Article V. Site Plan, Section 14-527(b) (12) and (13)*) in conformance with the Basic, General, Flooding, and Urban Impaired Stream standards outlined in Section 5 of the City of Portland Technical Manual (*Section 14-524(a)2.d.(ii)(b): Level 1 Site Alteration Plans are required to conform with certain site plan standards contained in the City Code of Ordinances, Section 14-526, including Environmental Quality Standards outlined in Section 14-526(b) 3 – Water Quality, Stormwater Management and Erosion Control*):
 - a) Basic Standards: Details should be provided to address erosion and sediment control requirements, inspection and maintenance requirements, and good housekeeping practices in accordance with Appendix A, B, & C of MaineDEP Chapter 500.
 - b) General Standards: Based on the Project Data Sheet submitted by the applicant, the new roadway (Level I Site Plan Application) will create 1,960 sq ft of new impervious area. With the proposed increase in impervious area, per the City of Portland Technical manual, the Applicant is required to submit a stormwater management plan and provide treatment in conformance with the General Standard for the road extension.
 - c) Flooding Standard: The Applicant should demonstrate that peak stormwater runoff from the post-development site does not exceed pre-development flows, or results in only minor increases. We anticipate that any increase in stormwater runoff due to the proposed roadway impervious area will be small, and would likely recommend a waiver from the flooding standard if there is an increase in flow. The Applicant should, however, identify the closest closed drainage system in Gertrude Avenue.



- d) Urban Impaired Stream Standard: The project falls within the Fall Brook Watershed, which is classified as an Urban Impaired Stream by the MaineDEP. The City of Portland requires that all development, except single and two-family homes, subject to City of Portland review shall be required to comply with the Urban Impaired Stream Standard pursuant to MaineDEP Chapter 500 Stormwater Management Rules if they are located within an Urban Impaired Stream watershed (*Technical Manual, Section 5. II. A.*). A project in the direct watershed of an urban impaired stream must pay a compensation fee (as allowable by the City) or mitigate project impacts by treating, reducing, or eliminating an off-site or on-site pre-development impervious stormwater source following the guidance outlined in MaineDEP Chapter 500 standards. The Level I Site Alteration application associated with the extension of Gertrude Ave shall be subject to meeting the Urban Impaired Stream Standard; the single family home permitted under a Level 1 Minor Residential Application will not be subject to this standard.
- 5) The Stormwater Management Plan will need to include a stormwater inspection and maintenance plan for all stormwater BMP's designed to meet the General Standards, developed in accordance with and in reference to MaineDEP Chapter 500 guidelines and Chapter 32 of the City of Portland Code of Ordinances.



PORTLAND MAINE

Strengthening a Remarkable City. Building a Community for Life • www.portlandmaine.gov

Planning & Urban Development Department
Jeffrey Levine, Director

Planning Division
Alexander Jaegerman, Director

AUGUST 22, 2012

Mr. Tim Higgins
Higgins Builders
P.O. Box 8142
Portland, Maine 04104

RE: Review Comments for Single Family Site Plan

Project Name: Higgins Builders Single Family
Project ID: 2012-08-4689-SF
Project Address: 74 Gertrude Avenue CBL: 402-D-006001

Planner: Philip DiPierro

Dear Mr. Higgins:

Thank you for submitting your site plan for a single family residence at 74 Gertrude Avenue.

This proposal is being reviewed as a single family site plan for Planning Authority review subject to the following applicable Land Use Code provisions:

- Site Plan Ordinance, Article V

The following additional information must be submitted in order for the approval process to move forward.

Survey Requirements:

1. Please submit a revised survey to include the following information:
 - Please add the flood zone information to the survey, ie. what zone the property is in based on the FEMA Flood Insurance Rate Map,
 - Please add a revision block to the survey,
 - Property Corners: Location and descriptions of all property corners set or found, proposed to be set, and all granite survey monuments set. Please note, where no property markers exist, the City of Portland requires that the property markers be installed and that a licensed surveyor set and confirm proposed building locations on site prior to the issuance of a building permit,

City Hall, 389 Congress Street . Portland, ME 04101-3509 . Ph (207) 874-8719 . Fx 756-8258 . TTY 874-8936

- City Vertical Datum: It shall be stated on all plans that the City of Portland established vertical datum of NGVD 1929 is used or manhole rim elevation data is used for all information shown on the plan. Please state on the plan which datum was used for this survey,
- All plans shall state the Official City of Portland Benchmark used as supplied by the Department of Public Services Engineering Division Archivist. Please state on the survey the Official City of Portland Benchmark that was used for the survey.
- It may be required, especially in areas of old subdivision plans and areas not previously subdivided, that the survey show tie bearings and distances to the nearest street line corner, or to the nearest City of Portland survey monument. Survey tie line precision shall be an inverse line with the bearing to the nearest second and the distance to the nearest hundredth of a foot. This requirement is to aid in adding and verifying the property location on the City of Portland digital GIS basemap. Please show this information.

Additional information on Survey requirements can be found in the City's Technical Manual, or by contacting Bill Clark in the Engineering Division of the Public Services Department.

Site Plan Requirements:

1. Please submit a revised site plan that includes the following information:
 - You may want to consider adding a stone drip edge along the front of the house to help facilitate drainage,
 - Please revise the erosion control plan to include silt fence around the disturbed areas along both sides and the front of the site. The ditch that is being re-graded along the front of the site should include erosion control blankets in the areas that are not being ripped.
 - Please revise the grading plan to include a culvert under the driveway in order to facilitate drainage from along the western sideline, preventing stormwater from flowing into the street.

add grading to prevent ponding

Additional Submittals Required:

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

Please submit three (3) complete sets of revised final plans 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. If you have any questions, feel free to contact me at 874-8632 or by email at pd@portlandmaine.gov.

Sincerely,



Philip DiPierro
Development Review Coordinator

Electronic Distribution:

Ann Machado, Zoning Specialist
David Margolis-Pineo, Deputy City Engineer

City Hall, 389 Congress Street . Portland, ME 04101-3509 . Ph (207) 874-8719 . Fx 756-8258 . TTY 874-8936

Helen Donaldson - Re: FW: 2719 Gertrude Avenue house lot

From: Helen Donaldson
To: Al Palmer
Date: 9/13/2012 3:00 PM
Subject: Re: FW: 2719 Gertrude Avenue house lot
CC: mcasto@gorrillpalmer.com

Al,

I tried to call you this after and left an old-fashioned message. I'm about to leave the office for the weekend, so I'll try email as well. I want to make sure that this is resolved.

Per your calculations below, we agree that no drainage easement is required.

We will also not require stormwater treatment, since the change in impervious surface is less than 1,000 SF and this project is to result in an adopted city right-of-way. If you have questions on this, please contact Barbara in my absence.

Molly, let's be in touch about how to move forward from here. Apologies that this took so long to sort out.

Nell

Nell Donaldson
Planner, City of Portland
389 Congress Street
Portland, Maine 04101
874-8723

hcd@portlandmaine.gov

>>> Al Palmer <APalmer@gorrillpalmer.com> 9/7/2012 3:47 PM >>>

Hi,

Following up on the telephone conversation with Nell regarding this project, and Corporation Counsel's request for a downstream easement based on the assumption that this project was increasing flows to the culvert, we performed an evaluation of tributary area and curve number. As you will see from the information below, and the attached plan, the project as proposed will reduce runoff from this parcel tributary to the culvert under Gertrude Avenue, therefore it would appear that an easement is not required. The current grading plan directs approximately 2,554 sf of the parcel that used to drain towards the culvert to the Gertrude Street stormdrain system, thereby reducing the tributary flows to the culvert.

Please contact our office with any questions.

Thanks,

Al Palmer

From: James Attianese
Sent: Friday, September 07, 2012 1:57 PM
To: Al Palmer
Subject: 2719 Gertrude Avenue house lot

Al

The contributing watershed area of the Gertrude Avenue lot to the existing culvert was determined for the pre- and post development condition. A weighted Curve Number (CN) was also calculated for the pre- and post development condition. In order to determine if the culvert will see an increase or decrease in runoff due to the proposed single family house, the area multiplied by the CN was calculated. As can be seen on the attached pdf, the predevelopment Area x CN =381,920 and the post development Area x CN =285,822 indicating that the culvert will have less tributary runoff in the post development condition than it did in the predevelopment condition. Since the runoff will be reduced in the post development condition, it appears that a drainage easement is not warranted.

Thanks,

James Attianese
Gorrill-Palmer Consulting Engineers, Inc.
P.O. Box 1237
15 Shaker Road
Gray, Me 04039
207-657-6910 phone
207-657-6912 fax

68 Gertrude Avenue - #2012-560

402-D-6 & 20' of 7 - R-3 Zone

8/28/2012

This is a new singular lot created by splitting it off (not a subdivision) from what is called 74 Gertrude Avenue. Both the original lot and the newly created lot are meeting all the R-3 zone dimensional requirements. I do not have the building height to review yet. However, I am confident that the proposed dwelling will meet the maximum 35' building height requirement. I will confirm the building height at the time of building application.

Because the proposed lot development is not on a street with permanent paving, section 14-403 of the Land Use Zoning Ordinance requires the street to be brought up to City standards as outlined with Public Services.

Marge Schmuckal
Zoning Administrator

August 23, 2012

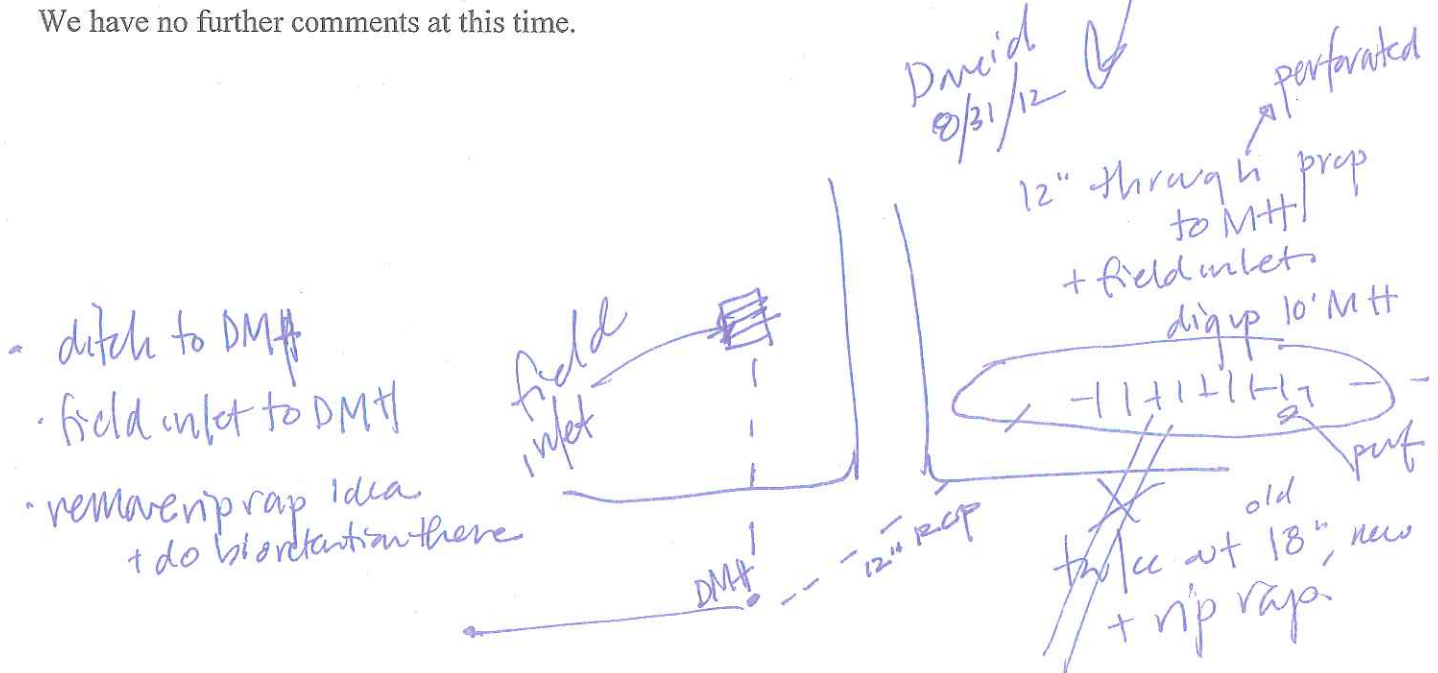
x 8850

TO: Shukria Wiar
Jean Fraser
Nelle Donaldson
Barbara Barhydt
Alex Jaegerman
Barbara Barhydt
FROM: David Margolis-Pineo
Dept. of Public Services
RE: Review Comments: 74 Gertrude Ave – Tim Higgins

The Department of Public Services has the following comments.

1. It is recommended that the power and communication cables be placed underground to the propose house from the proposed pole.
2. It is recommended that the applicant consider extending the 12" RPP(?) culvert to discharge into the DMH with a rim of 74.57 and to incorporate a field inlet to capture site drainage. This would eliminate the need to place rip-rap and install a new 18 RCP with a rip-rap apron. The existing 18" CMP could then be removed. This would leave an area within the road right of way to install a stormwater treatment system if required.
3. It is desirable to have the existing sewer lateral from the abutting lot come into the collection system downstream of the proposed sanitary manhole. This can be accomplished in one of two ways. Extend the manhole to the end of the proposed stub with the required easement or bring the lateral into the system downstream of the proposed manhole where it is currently proposed.

We have no further comments at this time.



From: "David Senus" <dsenus@woodardcurran.com>
To: "Helen Donaldson" <HCD@portlandmaine.gov>, "Barbara Barhydt" <BAB@portla...>
CC: "Alex Jaegerman" <AQJ@portlandmaine.gov>
Date: 9/11/2012 2:03 PM
Subject: RE: FW: 2719 Gertrude Avenue house lot

I would agree with that summary, except the cost I quoted you is really just rule-of-thumb for a non-proprietary constructed tree-box filter. I can't say what their design will entail and what the end costs may be.

-----Original Message-----

From: Helen Donaldson [mailto:HCD@portlandmaine.gov]
Sent: Tuesday, September 11, 2012 1:48 PM
To: Barbara Barhydt; Doug Roncarati; David Margolis-Pineo; Danielle West-Chuhta; David Senus
Cc: Alex Jaegerman
Subject: RE: FW: 2719 Gertrude Avenue house lot

Okay. So it seems that the Jim Wolf case isn't a good precedent.

It's on the agenda for tomorrow, so we'll try to come to a consensus about how to proceed then. For now, it seems like everyone's leaning toward standing ground on the ordinance, even with the known inconsistencies in the TM (and the question about meeting the Level I Site Alteration threshold in the first place (net change in impervious = 940, total impervious post-development = 1,960)). This means that we would make them treat, using one of Dave's/Dave's concepts or one of their own devising. Regardless, it doesn't have to cost them \$10K.

Nell

>>> "David Senus" <dsenus@woodardcurran.com> 9/11/2012 1:37 PM >>>

I believe that Dave is correct; I think the current standards were adopted in July 2010 (after this previous applicant had submitted their permit)?

-----Original Message-----

From: David Margolis-Pineo [mailto:DMP@portlandmaine.gov]
Sent: Tuesday, September 11, 2012 12:25 PM
To: Barbara Barhydt; Doug Roncarati; Danielle West-Chuhta; Helen Donaldson; David Senus
Cc: Alex Jaegerman
Subject: RE: FW: 2719 Gertrude Avenue house lot

I'm not sure the stormwater regs were in place at that time.

>>> Barbara Barhydt 9/11/2012 12:19 PM >>>

His was both a 14-403 street extension of Gertrude Ave and the creation of 2 lots. It ended up have a subdivision component because they were amending the NorthPort subdivision plat. It was submitted on 6/18/2010 and approved on September 21, 2010. The approval letter does not have the standard condition of approval to maintain the system. We can look for more information if you need it.

Project ID: 10-79900013, Gertrude Ave. Street Extension, Diversified Properties Inc.

Thanks.

Barbara

>>> "David Senus" <dsenus@woodardcurran.com> Tuesday, September 11, 2012 12:14 PM >>>
What was the Jim Wolf project and when was that project reviewed?

-----Original Message-----

From: Barbara Barhydt [mailto:BAB@portlandmaine.gov]
Sent: Tuesday, September 11, 2012 12:08 PM
To: David Margolis-Pineo; Danielle West-Chuhta; Helen Donaldson; David Senus
Cc: Alex Jaegerman
Subject: RE: FW: 2719 Gertrude Avenue house lot

Is it correct that we did not require Jim Wolf to do treatment for the road extension he did? If so, what has changed as they are extending from Jim's site. We should discuss on Wednesday.

I know we had a long pre-application meeting and Tim wanted to know all the costs. I think we based the requirements upon the Jim Wolf project, so I am concerned about consistency.

Barbara

>>> Helen Donaldson Tuesday, September 11, 2012 11:55 AM >>>

Dave & Barbara, I just want to confirm that, given our discussion with AI regarding applicability, this the direction we want to go.

Just for frame of reference, what are we talking about in terms of costs, Dave?

Nell

>>> "David Senus" <dsenus@woodardcurran.com> 9/11/2012 10:58 AM >>>

We are normally not prescriptive about the strategy or type of treatment they should incorporate, but here are a couple ideas:

I recall Dave suggesting that they extend the 12" RPP Culvert to a new catch basin structure that connects to the new 18" RCP culvert. The rip-rap ditch could be filled in and utilize a surface filter media with an underdrain system below for treatment of some of the run-on from the lot. The new CB structure could have a bee hive grate set above finish grade to allow some water quality volume storage. This wouldn't treat the road directly, but would likely treat an equivalent area of the house lot which would be acceptable.

Another option would be to utilize a non-proprietary tree box filter in the ROW on the west edge of the driveway (at the end of the driveway swale). This wouldn't treat the road, but would likely treat an equivalent area of runoff from the house lot/driveway. They could utilize the UNH Stormwater center tree box filter design.

We are open to ideas and are very flexible relative to the application of the general standards in cases like this (small increases with constraints on system locations).

Thanks
Dave

-----Original Message-----

From: Helen Donaldson [mailto:HCD@portlandmaine.gov]
Sent: Tuesday, September 11, 2012 10:40 AM
To: Barbara Barhydt; David Margolis-Pineo; Danielle West-Chuhta; David Senus
Subject: Re: FW: 2719 Gertrude Avenue house lot

Got it. No easement.

They will likely prefer to keep the configuration as proposed, then. So what do we want them to do about treatment?

>>> Barbara Barhydt 9/11/2012 10:17 AM >>>

Dan Anderson retained stormwater on site and controlled the rate of flow so that is was not an increase. All of the stormwater from his two house lots were directed to the swale and pipe that was located on the adjoining private property. We told Dan that he would need an easement if he increased the flow of water onto the private land. He managed the water on-site so that he would not increase the rate of flow but the water would continue to flow in the same path.

In this case Al Palmer is saying they are reducing the water that flows through the pipe in Gertrude Avenue onto private property, so then I don't think they need an easement from the private property owner.

Barbara

>>> Danielle West-Chuhta (Danielle West-Chuhta) Tuesday, September 11, 2012 10:11 AM >>>

I think that if they are not increasing the run off it is good, but unless they are holding it on site (like the Dan Anderson project) then I think that they still may need an easement if the water is crossing private property. I think that this is what we determined with Dan's project. Barbara, please correct me if I am wrong.

Thanks,

Danielle

>>> Helen Donaldson 9/11/2012 9:54 AM >>>

Putting Danielle in the loop. Danielle, David Senus is checking this out, but it appears that they are not actually increasing runoff to the adjacent private property, and thus would not require the drainage easement.

>>> David Margolis-Pineo 9/11/2012 9:47 AM >>>

Still a net increase in impervious area requiring treatment. Dave S. is reviewing.

David Margolis-Pineo
Deputy City Engineer
Department of Public Services
55 Portland St.
Portland, ME 04101
Office 207-874-8850
Fax 207-874-8852
Cell 207-400-6695

dmp@portlandmaine.gov>>> Barbara Barhydt 9/11/2012 9:45 AM >>>

Please put Danielle in the loop, but if it is less then I believe he is correct.

Barbara

>>> Helen Donaldson Tuesday, September 11, 2012 9:33 AM >>>

So...assuming this all checks out, where does it leave us? Do we say that the 'treatment' provided by the natural wetland is sufficient?

>>> Al Palmer <APalmer@gorrillpalmer.com> 9/7/2012 3:47 PM >>>

Hi,

Following up on the telephone conversation with Nell regarding this project, and Corporation Counsel's request for a downstream easement based on the assumption that this project was increasing flows to the culvert, we performed an evaluation of tributary area and curve number. As you will see from the information below, and the attached plan, the project as proposed will reduce runoff from this parcel tributary to the culvert under Gertrude Avenue, therefore it would appear that an easement is not required. The current grading plan directs approximately 2,554 sf of the parcel that used to drain towards the culvert to the Gertrude Street stormdrain system, thereby reducing the tributary flows to the culvert.

Please contact our office with any questions.

Thanks,

Al Palmer

From: James Attianese
Sent: Friday, September 07, 2012 1:57 PM
To: Al Palmer
Subject: 2719 Gertrude Avenue house lot

Al

The contributing watershed area of the Gertrude Avenue lot to the existing culvert was determined for the pre- and post development condition. A weighted Curve Number (CN) was also calculated for the pre- and post development condition. In order to determine if the culvert will see an increase or decrease in runoff due to the proposed single family house, the area multiplied by the CN was calculated. As can be seen on the attached pdf, the predevelopment Area x CN =381,920 and the post development Area x CN =285,822 indicating that the culvert will have less tributary runoff in the post development condition than it did in the predevelopment condition. Since the runoff will be reduced in the post development condition, it appears that a drainage easement is not warranted.

Thanks,

Documents Reviewed

- Development Review Application and attachments dated June 16, 2010 and submitted by Diversified Properties and MADD LLC.
- Engineering Plans, Sheets 1, 1, 1, 2-4, Survey Sheet 1, dated June 8, 2010, prepared by Gorrill-Palmer Consulting Engineers, Inc. on behalf of Diversified Properties and MADD LLC.

Comments

- Lots 1 and 2 are shown as 6,804.40 SF and 8,083.83 SF respectively on the plans, but in the application are listed as 6,769 SF and 8,119 SF.
- The stormdrain pipe and structures do not show up on the Site and Utility Piping plans.
- A detail is provided for plastic pipe connections; however, the Applicant should provide additional information on the proposed connection of the existing RCP storm drain pipe to the proposed drain manhole.
- The existing 18" drainage pipe is very shallow. The depth of the pipe will not allow for proper installation of the proposed manhole and catch basins. A flat top style manhole structure and modified catch basins may be necessary to accommodate shallow pipe inverts.
- The proposed layout will not allow for adequate cover over the pipe. As shown, the existing pipe will only have about 1' of cover at the location of the proposed DMH1, while the proposed pavement cross section has a thickness of 1.8'.
- The City recommends the minimum depth of an invert to an underdrain to be 3'-6" below the gutter. The proposed underdrains are shallower than recommended.
- The City of Portland requires the installation of casco traps on all catch basins.

Additional Submittals Required:

1. Please submit seven (7) complete sets of revised final plans 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.
2. The Planning Authority may request additional information during the continued review of the proposal according to applicable laws, ordinances and regulations.

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

Sincerely,

Erick Giles, AICP, LEED AP
Planner

Electronic Distribution:

Barbara Barhydt, Development Review Services Manager

Danielle West-Chuhta, Associate Corporation Counsel

Marge Schmuckal, Zoning Administrator

David Margolis-Pineo, Deputy City Engineer

Keith Gautreau, Fire

Jeff Tarling, City Arborist

Tom Errico, Wilbur Smith Consulting Engineers

Dan Goyette, Woodard & Curran



Level I – Site Alteration Development Review Application Portland, Maine

Planning and Urban Development Department
Planning Division

Portland's Planning and Urban Development Department coordinates the development review process for site plan, subdivision and other applications under the City's Land Use Code. Attached is the application form for a Level I: Site Alteration site plan.

Level I: Site Alteration Development includes:

- Alteration of a watercourse or wetland as defined in Section 14-47 of the City Code.
- Alteration of a site. The disturbance of land areas of less than one (1) acre that are stripped, graded, grubbed, filled or excavated. The Planning Authority shall exempt from review the loam and seeding of lawns and the cumulative placement of less than fifteen (15) cubic yards of fill on any lot provided such loaming or placement does not alter a drainage course, swale, wetland or redirect water onto adjoining property and does not violate any other provision of the Portland City Code or state or federal law. "Disturbed area" does not include routine maintenance, but does include re-development and new impervious areas.
- The construction of any temporary or permanent parking area, paving of existing unpaved surface parking areas between 1,000 and 7,500 square feet, or creation of other impervious surface areas between 1,000 and 7,500 square feet.
- The rehabilitation or reconstruction, but not new construction, of piers, docks, wharves, bridges, retaining walls, and other structures located within the shoreland zone.
- A site alteration in which vehicle access is proposed from more than one (1) street;

The Land Use Code (including Article V), the Technical Manual, and the Design Manual are available on the City's web site at <http://www.portlandmaine.gov/planning/default.asp> or copies may be purchased at the Planning Division Office.

Planning Division
Fourth Floor, City Hall
389 Congress Street
(207) 874-8721 or (207) 874-8719

Office Hours
Monday thru Friday
8:00 a.m. – 4:30 p.m.

PROJECT NAME: Gertrude Avenue – Extension of Street

PROPOSED DEVELOPMENT ADDRESS:

Gertrude Avenue. Portland

PROJECT DESCRIPTION:

Propose to extend Gertrude Avenue an additional 70 feet, constructing the street to City standards, in order to construct a 2-story single family house (see corresponding Level I- Minor Residential Site Plan application).

CHART/BLOCK/LOT: 402-D-011

CONTACT INFORMATION:

	Applicant's Contact for electronic plans Name: Molly Casto e-mail: mcasto@gorrillpalmer.com work #: (207) 657-6910
Applicant – must be owner, Lessee or Buyer Name: Tim Higgins Business Name, if applicable: Higgins Builders Address: P.O. Box 8142 City/State : Portland, ME Zip Code: 04104	Applicant Contact Information Work # Home# Cell # (207) 838-5870 Fax# e-mail:
Owner – (if different from Applicant) Name: Same as Above Address: City/State : Zip Code:	Owner Contact Information Work # Home# Cell # Same as above Fax# e-mail:
Agent/ Representative Name: Gorrill Palmer Consulting Engineers, Inc Address: P.O Box 1237, 15 Shaker Road City/State : Gray, ME Zip Code: 04039	Agent/Representative Contact information Work # (207) 657-6910 Cell # e-mail: mcasto@gorrillpalmer.com
Billing Information Name: See owner info above Address: City/State : Zip Code:	Billing Information Work # Cell # Fax# e-mail:

Engineer Name: See Agent/Representative above Address: City/State : Zip Code:	Engineer Contact Information Work # Cell # See Agent/Representative above Fax# e-mail:
Surveyor Name: Owen-Haskell, Inc Address: 390 Rte 1 City/State : Falmouth, ME Zip Code: 04105	Surveyor Contact Information Work # (207) 774-0424 Cell # Fax# e-mail:

APPLICATION FEES:

Check all reviews that apply. Payment may be made by Check or Cash addressed to the City of Portland.

Level I Site Alteration Site Plan <input checked="" type="checkbox"/> Application Fee (\$200.00) The City invoices separately for the following: <ul style="list-style-type: none"> • Notices (\$.75 each) • Legal Ad (% of total Ad) • Planning Review (\$40.00 hour) • Legal Review (\$75.00 hour) Third party review is assessed separately.	Fees Paid (office use) —
Performance Guarantee: A performance guarantee is required to cover all public and private site improvements.	Required
Inspection Fee: An inspection fee of 2% of the performance guarantee is due prior to the release of permits	2% of the performance guarantee

Application Check List

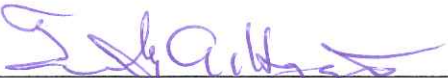
Refer to the application checklist for a detailed list of submittal requirements.

All site plans and written application materials must be uploaded to a website for review. At the time of application, instructions for uploading the plans will be provided to the applicant. One paper set of the plans, written materials and application fee must be submitted to the Planning Division Office to start the review process.

Portland’s development review process and requirements are outlined in the Land Use Code (Chapter 14), which includes the Subdivision Ordinance (Section 14-491) and the Site Plan Ordinance (Section 14-521).

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Planning Authority and Code Enforcement's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

This application is for a Site Plan review only, a Performance Guarantee, Inspection Fee, Building Permit Application and associated fees will be required prior to construction.

Signature of Applicant: 	Date: August 8, 2012
---------------------------------------------------------------------------------------------------------------------	--------------------------------

Please refer to Article V, Site Plan of the City of Portland Land Use Code for detailed information concerning the City's site plan review process, thresholds and standards. Should you have any questions regarding the submittal requirements or any other aspect of the site plan review process, please contact the Planning Division.

PROJECT DATA

The following information is required where applicable, in order complete the application

Total Site Area	1,960	sq. ft.
Proposed Total Disturbed Area of the Site	1,960	sq. ft.
IMPERVIOUS SURFACE AREA		
• Proposed Total Paved Area	1,960	sq. ft.
• Existing Total Impervious Area	~ 1,120 (gravel roadways)	sq. ft.
• Proposed Total Impervious Area	1,960	sq. ft.
• Proposed Impervious Net Change		sq. ft.
PARKING SPACES		
• Existing Number of Parking Spaces	n/a	
• Proposed Number of Parking Spaces	n/a	
TOTAL Number of Parking Spaces	n/a	

General Submittal Requirements – Level I Site Alteration

Applicant Checklist	Planner Checklist	Number of Paper Copies	Submittal Requirement
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1	Completed application form.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1	Application fees.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1	Written description of project.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1	Evidence of right, title and interest.
<input type="checkbox"/> n/a	<input type="checkbox"/>	1	Copies of required state and/or federal permits.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1	Written assessment of proposed project's compliance with applicable zoning requirements.
<input checked="" type="checkbox"/> n/a	<input type="checkbox"/>	1	Written description of existing and proposed easements or other burdens.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1	Written requests for waivers from individual site plan and/or technical standards.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1	Evidence of financial and technical capacity.

Site Plans and Boundary Survey Requirements – Level I Site Alteration

Applicant Checklist	Planner Checklist	Number of Copies	Submittal Requirement
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1	Boundary Survey meeting the requirements of Section 13 of the City of Portland Technical Manual.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Site Plan Including the following:
<input type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> ▪ Existing structures with distance from property line (including location of proposed piers, docks or wharves if in Shoreland Zone)
<input type="checkbox"/>	<input checked="" type="checkbox"/>		<ul style="list-style-type: none"> ▪ Location and dimension of existing and proposed paved areas.
<input type="checkbox"/>	<input checked="" type="checkbox"/>		<ul style="list-style-type: none"> ▪ Location and details of proposed infrastructure improvements (e.g. - curb and sidewalk improvements, utility connections, roadway improvements).
<input type="checkbox"/>	<input checked="" type="checkbox"/>		<ul style="list-style-type: none"> ▪ Identification of and proposed protection measures for any significant natural features on the site (including wetlands, ponds, watercourses, floodplains, significant wildlife habitats and fisheries or other important natural features listed in Section 14-526 (b)1. of the Land Use Code.
<input type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> ▪ Details of proposed pier rehabilitation (Shoreland areas only).
<input type="checkbox"/>	<input checked="" type="checkbox"/>		<ul style="list-style-type: none"> ▪ Existing utilities.
<input type="checkbox"/>	<input checked="" type="checkbox"/>		<ul style="list-style-type: none"> ▪ Existing and proposed grading and contours.
<input type="checkbox"/>	<input checked="" type="checkbox"/>		<ul style="list-style-type: none"> ▪ Proposed stormwater management and erosion controls.
<input type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> ▪ Total area and <u>limits of proposed land disturbance</u>.
<input type="checkbox"/>	<input checked="" type="checkbox"/>		<ul style="list-style-type: none"> ▪ Existing vegetation to be preserved and proposed site landscaping.
<input type="checkbox"/>	<input checked="" type="checkbox"/>		<ul style="list-style-type: none"> ▪ Existing and proposed easements or public or private rights of way.

Site Plan Standards for Review of Level I: Site Alteration

Level I: Site alteration plans shall only be subject to the following site plan standards, as applicable, as contained in section 14-526:

- (a) Transportation standards:
 1. Impact on surrounding street systems,
 2. Access and circulation, and
 4. Parking
- (b) Environmental quality standards
 1. Preservation of significant natural features,
 2. Landscaping and landscape preservation, and
 3. Water quality, stormwater management and erosion control.
- (c) Public infrastructure and community safety standards.
 1. Consistency with city master plans.
- (d) Site design standards
 5. Historic resources,
 6. Exterior lighting,
 8. Signage and wayfinding, and
 9. Zoning related design standards.

Except as provided in article III, or to conditions imposed under section 14-526(e) only, or to those submission requirements set forth in section 14-527 as relate solely thereto.



PORTLAND FIRE DEPARTMENT SITE REVIEW FIRE DEPARTMENT CHECKLIST



A separate drawing[s] shall be provided to the Portland Fire Department for all site plan reviews.

1. Name, address, telephone number of applicant.
2. Name address, telephone number of architect
3. Proposed uses of any structures [NFPA and IBC classification]
4. Square footage of all structures [total and per story]
5. Elevation of all structures
6. Proposed fire protection of all structures
 - **As of September 16, 2010 all new construction of one and two family homes are required to be sprinkled in compliance with NFPA 13D. This is required by City Code. (NFPA 101 2009 ed.)**
7. Hydrant locations

August 3, 2012

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

Subject: Gertrude Avenue Improvements and Construction of a Single-Family House
Level I Site Alteration application

Dear Barbara,

Gorrill-Palmer Consulting Engineers, Inc. is pleased to submit the attached Level I- Site Alteration Application for the extension of Gertrude Avenue on behalf of our client, Tim Higgins, Higgins Builders (applicant). A corresponding Level I- Minor Residential Application for the construction of a single family home on Gertrude Avenue has also been submitted under separate cover. Mr. Higgins is seeking to construct an additional 70 feet of Gertrude Avenue to City standards and to construct a 2-story single family residence on the abutting lot.

Project Description

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 and is proposed within the existing City Right of Way.

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. Approximately 725 feet of Gertrude Avenue has been improved to City standards from the intersection of Washington Avenue up to the proposed extension. 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 sidewalks be constructed on the proposed 70 ft section of Gertrude Avenue. The applicant requests the waiver in accordance with the following waiver criteria listed in Section 14-506 (b) of the Land Use Code:

- *14-506 (b) 2. There is no sidewalk in existence or expected within 1000 ft and the construction of sidewalks does not contribute to the development of a pedestrian oriented infrastructure.*
- *14-506 (b) 5. The street has been constructed or reconstructed without sidewalks within the last 24 months.*

Gertrude Avenue does not have sidewalks. The nearest sidewalk is along Washington Avenue. In 2011, the Planning Board approved the construction of Gertrude Avenue to City standards and waived the requirement that sidewalks be constructed. Construction of sidewalks along 70 ft section of Gertrude Ave under consideration at this time would therefore not connect to an existing sidewalk system and, thus would not contribute to the development of a pedestrian oriented infrastructure.

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.

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.

- 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 construction of Gertrude Avenue. The proposed construction is to improve an existing gravel roadway, bringing it to City standards.
- 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.
- d. Site Design Standards: The site is not located within a designated historic district and will not impact a designated historic landscape.

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

WARRANTY DEED

Maine Statutory Short Form

KNOW ALL PERSONS BY THESE PRESENTS, That

Stephen A. MacKenzie and Carol J. MacKenzie

of 74 Gertrude Avenue, Portland, ME 04103

for consideration paid, grants to **Higgins Builders, Inc.**

of P.O. Box 8142, Portland, ME 04104

with **warranty covenants**, land in the City of Portland, County of Cumberland, and State of Maine, described on the attached **EXHIBIT A**.

WITNESS our/my hand(s) and seal(s) this 27th day of July, 2012.

Signed, Sealed and Delivered in presence of:

Kristen A. Conant
(for both)

Stephen A. MacKenzie
Stephen A. MacKenzie
Carol J. MacKenzie
Carol J. MacKenzie

STATE OF MAINE

COUNTY OF *Cumberland*

July 27, 2012

Then personally appeared the above named Stephen A. MacKenzie and Carol J. MacKenzie and acknowledged the foregoing instrument to be their free act and deed.

Before me,

Kristen A. Conant
Notary Public
Printed Name: _____
My Commission Expires: _____

Exhibit A

A CERTAIN lot or parcel of land situated on the northerly side of Gertrude Avenue in the City of Portland, County of Cumberland and State of Maine and bounded and described as follows:

Beginning at a point on the northerly sideline of Gertrude Avenue at the southeasterly corner of land now or formerly of MADD LLC and Diversified Properties, Inc. as described in deed recorded in the Cumberland County Registry of Deeds in Book 28230, Page 89;

Thence, N 37°20'26" W along land of said MADD LLC and Diversified Properties, Inc. 98.72 feet to land now or formerly of LL Bean, Inc. as described in deed recorded in the Cumberland County Registry of Deeds in Book 23553, Page 60;

Thence, N 53°04'06" E along land of said LL Bean, Inc. 70.00 feet;

Thence, S 37°20'26" E across land now or formerly of Carol J. MacKenzie and Stephen A. MacKenzie 98.22 feet to the northerly sideline of Gertrude Avenue;

Thence, S 52°39'35" W along the northerly sideline of said Gertrude Avenue 70.00 feet to the point of beginning. Containing 6,893 sq. ft.

Basis of bearings: Magnetic 1942

Reference is hereby made to a Quitclaim with Covenant Deed from Carol J. MacKenzie fka Carol DeVere, dated May 1998, and recorded May 12, 1998, in Book 13811, Page 134 in the Cumberland County Registry of Deeds.



August 6, 2012

Mr. Al Palmer
Gorrill-Palmer Consulting Engineers, Inc.
P.O. Box 1237
15 Shaker Road
Gray, Maine 04039

RE: Financial Capacity for Tim Higgins – Higgins Builders, Inc.

Dear Mr. Palmer:

I am writing this letter on behalf of Mr. Tim Higgins of Higgins Builders, Inc. to address the financial capacity of Mr. Higgins to obtain the letter of credit necessary to complete the work associated with the Gertrude Street project in Portland, Maine.

Please be advised that Mr. Higgins has a comprehensive banking relationship with Gorham Savings Bank and has demonstrated superior financial management of several accounts and services.

In my professional opinion, subject to final underwriting, Mr. Higgins has adequate financial capacity to obtain the letter of credit required by the City of Portland to complete the work necessary for the Gertrude Street project.

Please don't hesitate to contact me if I can be of any further assistance on this matter. I can be reached by dialing (207) 222-1469 or (207) 221-8956.

Sincerely,

A handwritten signature in black ink, appearing to read "Jack N. Lufkin", written over a horizontal line.

Jack N. Lufkin
Vice President, Regional Bank Officer
Gorham Savings Bank

cc: Mr. Tim Higgins
File

City of Portland
 Development Review Application
 Planning Division Transmittal form

Application Number: 2012-560 **Application Date:** 8/13/2012 12:00:00 AM

CBL: 402-D-01-001

Project Name: Gertrude Ave.; Extend Gertrude 7' for New SFH

Address:

Project Description: Extend Gertrude Avenue an additional 70', constructing the street to City standards

Zoning:

Other Reviews

Required:

Review Type:

Distribution List:

<input type="checkbox"/> Planner	To Be Determined	<input type="checkbox"/> Parking	John Peverada
<input type="checkbox"/> Zoning	Marge Schmuckal	<input type="checkbox"/> Design Review	Alex Jaegerman
<input type="checkbox"/> Traffic Engineer	Tom Errico	<input type="checkbox"/> Corporation Counsel	Danielle West-Chuhta
<input type="checkbox"/> Civil Engineer	David Senus	<input type="checkbox"/> Sanitary Sewer	John Emerson
<input type="checkbox"/> Fire Department	Chris Pirone	<input type="checkbox"/> Inspections	Tammy Munson
<input type="checkbox"/> City Arborist	Jeff Tarling	<input type="checkbox"/> Historic Preservation	Deb Andrews
<input type="checkbox"/> Engineering	David Margolis-Pineo	<input type="checkbox"/> DRC Coordinator	Phil DiPierro
		<input type="checkbox"/> Outside Agency	

Comments needed by (7 days later): Wednesday, August 22, 2012



PORTLAND MAINE

Strengthening a Remarkable City, Building a Community for Life • www.portlandmaine.gov

Receipts Details:

Tender Information: Check , BusinessName: Higgins, Check Number: 2736

Tender Amount: 200.00

Receipt Header:

Cashier Id: Idobson

Receipt Date: 8/13/2012

Receipt Number: 47022

Receipt Details:

Referance ID:	1728	Fee Type:	PEZ-LEV1 SASP
Receipt Number:	0	Payment Date:	
Transaction Amount:	200.00	Charge Amount:	200.00
Job ID: Project ID: 2012-560 - Gertrude Ave.; Extend Gertrude 7' for New SFH			
Additional Comments: Gertrude			

Thank You for your Payment!

