



April 1, 2013

Ms. Shukria Wiar
Planning Division
City of Portland
347 Congress Street, 4th Floor
Portland, ME 04101

Re: Application ID: 2013-058 120 Veranda Street

Dear Shukria,

We are in receipt of the staff comments relating to the Level 3 Development Review Application and have the following responses:

Comments Submitted by: Shukria Wiar/Planning on 3/21/2013

Comment:

1. Easements

- a. *The easement for the shared driveway must be submitted.*
- b. *For Lot B1, is the CMP pole staying on Lot B2? The plat need to show the utilities for the existing house. Any utilities for the existing house on lots other that it sits on, will need easements. These easements will need to be submitted.*

Response: The proposed easements for shared driveway use and utilities are noted on the plans and are attached to this memo for Staff review.

Comment:

2. Subdivision Plat

- a. *The plat needs to state that Lot B2 is restricted only to a single family lot and Lot A could be a two-family. As currently proposed B1 does not meet zoning requirements for a duplex and therefore has to be single family home.*

Response: The Plat has been changed to note this comment.

Comment:

- b. *The applicant is proposing a sidewalk along Hodgins Street, please show on the plat.*

Response: The Applicant has requested a waiver from the Subdivision Standards to exclude the curbing and sidewalk from the project- see attached letter. If the Board does not approve the waiver it will be added to the Plat.

Comment:

- c. *The City Surveyor is conducting a review of the plat and comments will be forwarded at later date.*

Response: We will respond to any comments by the City Surveyor once received.

Comment:

3. *The plan is showing overhead utilities for the two proposed houses, all utility lines must be placed underground.*

Response: A note has been added to the Subdivision Plan indicating that all proposed utilities will be placed underground. Based on meetings and conversations with CPM, we are proposing that the service to Lot B1 remain overhead, Lot B2 is underground from the existing power pole and lot A will be served by extending a pole across Veranda Street and running underground from that pole to the proposed building.

Comment:

4. The utilities plan shows a sidewalk along the frontage on Hodgins Street but the cover letter talks about a waiver of the sidewalk. If the applicant is requesting a waiver, the applicant will need to meet criteria for it. The sidewalk criteria are attached.

Response: The Applicant is requesting a waiver to the sidewalk standards. If the waiver is not granted the Subdivision Plat will be revised to include the sidewalk as shown on the Utility Plan. See Attached Letter of Waiver Request.

Comment:

5. *In the cover letter, it stated that the "The intent of the Owners is to market and sell the lots to individual homeowners, and not to actually develop these lots. As such, responsibility for utility connections and installation of the Stormwater Treatment areas will be borne by the Lot buyers and not the Applicant". Section 14-499- Required improvement, state that "Prior to the release of the approved recording plat the subdivider shall file a guarantee as hereinafter provided, and prior to release of such guarantee the subdivider shall have completed all improvements as follows" please attachment for the specific improvements.*

Response: We are aware of this requirement and the Applicants will be filing all Guarantees prior to release of the Recording Plat. We will work with the Planning Staff on defining values for all public improvements including utilities, sidewalks, and stormwater management.

Comment:

6. *The Grading Plan will need to show the grading around the proposed houses so that staff can review how the stormwater will be drained into the rain gardens. Please provide more details on the grading.*

Response: The Grading Plan has been revised to include this information.

Comment:

7. *Veranda Street is up for paving soon (DPS is looking into the exact date), before this happens, the applicant may want to install the curb cut and utility lines on the street. After the paving, Veranda Street will have a moratorium of five years.*

Response: We appreciate this information, as the Applicant was not aware of this scheduled improvement. We are hopeful that there will be cooperation between the DPS and Applicant so required improvements can be completed in concert with the street paving project. We are trying at this point to understand the paving schedule and implications on the proposed street opening for utilities, and if necessary will complete this work independent of the \Subdivision Approval.

Comments Submitted by: David Margolis-Pineo/Engineering DPS on 3/15/2013

Comment:

1. *This department is agreeable to waive the proposed curb location on Veranda St.*

Response: Thank You.

Comment:

2. *Please add note to plans that all work within the road right of way shall meet Portland Technical Manual standards.*

Response: A note requiring all work in the R.O.W. meet the City of Portland Technical Standards has been added to the plans.

Comment:

3. *Portland standards require a three foot sump on all catch basin discharging to the City's stormwater drainage system. Please provide for all proposed field drainage structures with a three foot sump.*

Response: The detail and plans have been revised to show a 3 foot sump in the bottoms of the proposed catch basins.

Comments Submitted by: Tom Errico/Traffic on 3/18/2013

Comment:

The proposed driveway on Veranda Street does not meet corner clearance requirements. Given that it is a single-family residential driveway and it is located mid-block between Arcadia Street and Hodgins Street I support a waiver from the City's Technical Standards.

Response: Thank you.

Comments Submitted by: Marge Schmuckal/Zoning on 3/8/2013

Comment:

- 1. This subdivision did receive a determination letter from me. The request for a subdivision review is for 3 lots which is correct. However, I believe that 4 potential dwellings should be part of the subdivision review. Lot "A", one of the new lots created using the regular R-5 zone requirements, can be developed as a two family by right. It would be correct at this time to include lot "A" as a two unit development. If that is not done now and the new owner of the property wants to put in a two unit and the PB only approved it as a one unit, the new owner would need to return to the Board. Better to include it now instead of bringing it back in 18 months.*

Response: We have revised the notes on the Subdivision Plat to indicate that Lot A can be developed as a two-unit development.

Comment:

- 2. Please note that lot B1 is an existing single family dwelling. It is fairly small, and I cannot see the availability to put on an addition for a 2nd dwelling unit. It is reasonable for this lot to only be reviewed as a single family dwelling.*

Response: We agree and have placed a note on the Plat that it can only be developed as a single family lot.

Comment:

- 3. Lot B2 is being developed under the R-5 Small Lot Development. By definition, that lot can only be developed as a single family dwelling.*

Response: We agree and that is the intent with the plan.

Comment:

- 4. On Lot "A" where the generic building is placed, violates the regular R-5 minimum lot width requirement. The regular R-5 zone requirements state there shall be a minimum of 60 foot for a lot width where a building is place on a lot. The sketch should be revised to show that all regular R-5 zone requirements can be met. This will help eliminate any misunderstandings from a future purchaser of the land who will want to build on the lot and assume a building can be placed where it cannot.*

Response: We have revised the generic building footprint to show it is meets all regular R-5 Zone requirements.

Comments Submitted by: David Senus/Civil Engineering on 3/21/2013

Comment:

- 1. In accordance with Section 5 of the City of Portland Technical Manual, a Level III development project is required to submit a stormwater management plan pursuant to the regulations of Maine DEP Chapter*

500 Stormwater Management Rules, including conformance with the Basic, General, and Flooding Standards:

a) *Basic Standards: Plans, notes, and details have been provided to address erosion and sediment control requirements, inspection and maintenance requirements, and good housekeeping practices in general accordance with Appendix A, B, & C of Maine DEP Chapter 500; however, the proposed locations for catch basin inlet protection should be noted on the site plan.*

Response: We have added this information to the Site Plan.

b) *General Standards: The Applicant proposes two under-drained soil filters to provide water quality treatment for runoff from an impervious area equivalent in size to the proposed impervious area. The Applicant has presented an acceptable means of meeting the General Standards for the project.*

Response: Thank You.

c) *Flooding Standards: The Flooding Standard requires that the Applicant demonstrate that the peak stormwater flow rate from the project site does not exceed the peak flow rate prior to undertaking the project for the 2-, 10-, and 25-year storm events. At this time, the Applicant has only submitted documentation for the 2-year storm event. The Applicant should submit appropriate documentation demonstrating compliance with the Flooding Standard (i.e. - complete HydroCAD Report for the 2-, 10-, and 25-year storm events). If the project requires a waiver from the Flooding Standard, the Applicant should include a formal request for a waiver, citing the reason for requesting the waiver and an engineering rationale for why the waiver should be granted (e.g. – municipal drainage capacity).*

Response: Additional stormwater calculations for the 10 and 25 yr storm events are attached.

Comment:

2. *The Stormwater Management Plan should include a post development inspection and maintenance plan developed in accordance with and in reference to Maine DEP Chapter 500 guidelines and Chapter 32 of the City of Portland Code of Ordinances.*

Response: We agree that a post development inspection and maintenance plan should be made part of the subdivision and will be submitting this document shortly. We request that the plan be made part of the Subdivision requirements for the Lot Owners, but that the requirement for record keeping and filing with the City be waived due to the small scale of the project. See attached Waiver letter.

Comment:

3. *The Applicant should provide a Bituminous Driveway Apron Cross-Section Detail in accordance with Figure I-13 of the City of Portland Technical Manual for work within the City Right-of-Way.*

Response: A detail for the typical driveway Apron Cross Section will be added to the Plan.

Comment:

4. *Storm drain pipes are not permitted to be connected into City of Portland catch basins per the City of Portland Technical Manual, Section 2.7.8. The Applicant should propose an alternate means of connecting Lot B2 to Hodgins Street.*

Response: The storm drain pipe connecting Lot B-2 to Hodgins Street has been revised to connect at the SMH in Hodgins Street rather than into the catchbasin. This is shown on the revised Grading and Utility Plan.

Comment:

5. *The Applicant should provide more detailed site grading and surface drainage information on the Site Utilities and Grading Plan (C-100), including elaborating on the requirement for the full roof area to discharge to the soil filter systems to ensure that the future lot designs conform with the permitted stormwater treatment strategy.*

Response: Additional site grading, spot elevations, and notes requiring full roof collection and discharge into the soil filters have been added to the Grading and Drainage Plans.

Attached please find a revised Subdivision Plan and a Letter requesting waivers to the Sidewalk Ordinance and Chapter 32 Stormwater Requirements. We will be following up shortly with revised Site Plans, Details, Stormwater management Inspection Plan, and easements for shared access and utilities. We appreciate your through review of this project and look forward to working through these last issues and presenting this project to the Planning Board. Please contact me if you have any further questions or need additional information.

Regards,



Patrick J. Carroll

CC: Steven Cope
Bobbie Cope
Steve Blais

Att: Revised Subdivision Plat
Sidewalk Waiver Request