

**I. M. PEI & PARTNERS** Architects and Planners

November 20, 1979

I. M. Pei FAIA  
Nelson H. Leonard FAIA  
Henry N. Cobb FAIA

Associate Partners  
Leonard Jacobson AIA  
James I. Freed AIA  
Werner Wandelmater AIA

Mr. Don Megathlin  
City Planning  
City of Portland  
City Hall, 389 Congress Street  
Portland, Maine 04111

Reference: Portland Museum of Art

Dear Don:

Please find enclosed two sets of prints of the architectural, mechanical and electrical schematic drawings (listed on enclosed transmittal) for the addition to the Portland Museum of Art. We have also included copies of our Fire Protection Plan, and copy of a letter addressed to Mr. Nickerson which outlines the status of the project and notes several issues we hope to discuss at our upcoming meeting.

Our Life Safety Consultant, Bill Webb of Rolf Jensen & Associates, Inc., will accompany Leonard Jacobson and myself.

I hope this information is satisfactory for this initial review. We look forward to our meeting on Thursday, 12/6/79, at 2:00 pm.

Very truly yours,

I. M. PEI & PARTNERS

*Douglas Gardner*

Douglas Gardner

Enclosures  
cc: L.Jacobson  
DG/nr

600 Madison Avenue, New York, New York 10022 212 751-3122 Cable: IMPARCH Telex: 62352, 127953

PEI □ PORTLAND ~~ART~~ MUSEUM OF ART

NEED SITE PLAN - Ordinance - MAJOR DEVELOPMENT

see esp. (P), (M), (N), (O)

Planning

- pedestrian access to site  
loading, unloading  
landscape plan  
fencing + screening  
outdoor lighting

I. M. PEI & PARTNERS, Architects, 600 Madison Avenue, New York, New York 10022 PL 1-3129

TRANSMITTAL TO:

Re: Portland Museum of Art

Job No: 7820

Date 11/20/79

☒ We are sending herewith,

☐ or under separate cover ☐ Originals

☐ Prints ☐ Photographs

☐ Sepias ☐ Photostats

☐ Specifications ☐ Samples

☐ Shop drawings ☐ Other

Mr. Don Megathlin  
City Planning  
City of Portland  
City Hall, 389 Congress Street  
Portland, Maine 04111

Sent by:

☐ I. M. Pei messenger ☐ Parcel Post

☐ First Class Mail ☐ Special Delivery

☐ Air Mail ☐ Other

No. of Copies	Drawing No:	Latest Date	Description   Remarks
2	SKA-27 thru SKA-34	11/12/79	Architectural Drawings
2	L-1 thru L-5 E-1 thru E-6 H-1 thru H-9 Sp-1 thru Sp-5 P-1 thru P-5		Mechanical/Electrical Drawings/Kunstadt Associates
2	Report	9/24/79	"Fire Protection Plan Outline" by Rolf Jensen & Associates
1	Letter	11/20/79	IMP&P to Mr. Brian Nickerson, Planning Department

Very truly yours  
I. M. PEI & PARTNERS

Doug Gardner

Transmittal No.

Copies to:

APPLICATION FOR BUILDING PERMIT  
AND SITE PLAN APPROVAL

The Portland Society of Art hereby applies for a building permit and site plan approval for the proposed expansion of the Portland Museum of Art pursuant to the Portland Site Plan Ordinance. The Portland Society of Art, a Maine non-profit corporation, as owner of the Portland Museum of Art and the parcels of land comprising the expansion site, proposes to construct a major new gallery wing of the Portland Museum of Art and, to the extent funds permit, a new administrative and service area. The estimated cost of the project is approximately \$10 million. Enclosed are four copies each of nine different plans or drawings setting forth the site plan information required by Section 604.4(B) of the Portland Site Plan Ordinance. Drawings L-2, L-3, L-4 and L-5 provide the requisite landscaping information. Plan 5W is a Plan of Topography and Survey of the property. Site Plans A-2, A-4, P-1 and E-1 set forth other information about the proposed development such as proposed locations of the building and utilities.

In accordance with the requirements of Section 604(B)(2) of the Ordinance, the Portland Society of Art states that;

(a) The proposed use of the site is the construction of a new wing to the Portland Museum of Art. As part of the

preparation of the site for the Museum expansion, the Libby Building located at the corner of Free Street and High Street will be demolished.

(b) The total land area of the site to be developed is 52,160 square feet. The total floor area of the proposed building and structure will be 57,500 square feet. The total ground coverage of the new structure will be 20,560 square feet.

(c) There are no existing easements on the property which conflict with the proposed site plan. In conjunction with the YWCA building, there is a proposed mutual service access easement on Spring Street, identified on the Site Plan as Parcel A and Parcel B.

(d) Solid waste will be disposed via sanitary sewer connections to sewers in the adjacent streets.

(e) All site public facilities are capable of accommodating the expansion project. Off-site utilities such as storm and sanitary sewers, water, electric, telephone and gas facilities are identified on the survey submitted herewith. The Engineering Consultant has worked out details of capacity access locations, etc. with the appropriate parties.

(f) The topography and drainage on the site is depicted on the enclosed drawings. Drainage conditions will be improved by the project in that considerable area now paved will be converted to landscaped area. Building and site areas will

drained via piping to the sewer system.

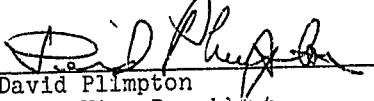
(g) The estimated time required for the completion of the development is approximately two years.

The new Museum wing is being designed by I. M. Pei & Partners, the celebrated architectural firm. In our judgment the new wing will stimulate public and private redevelopment of the Congress Square area while setting the highest architectural standards. The presence and color of the new Museum wing and the garden setting created by leaving more than half of the expansion site open will complement the historical architecture of the buildings sharing the Museum precinct. In short, the Portland Society of Art firmly believes that construction of the proposed Museum expansion will enhance the development of the City of Portland and the public purposes embodied in the Portland Site Plan Ordinance and Municipal Code.

DATED this 1st day of August 1980.

PORTLAND SOCIETY OF ART

By

  
David Plimpton  
First Vice President

# PORTLAND MUSEUM OF ART

111 HIGH STREET PORTLAND, MAINE 04101 TELEPHONE 207 775-6148

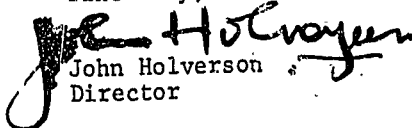
19 August 1980

Dear Mr. Bray,

Thank you for bringing to our attention your questions about management of bus tours visiting the new museum facility following completion of our current expansion program. Unlike tours to other public institutions, tours to the Museum by school children and by other groups are arranged by necessity well in advance and are kept purposely limited in size. For a child, for example, to have an educational, meaningful visit to a Museum depends, I believe, on keeping the group of which he is a member small enough for the docents and staff to hear specific individual questions, and to have the time and space to respond to each particular need. We have always attempted to make every visit by school children as memorable as possible. More than one busload or group at a time, for example, is therefore something we discourage. In fact, group tours are not accepted unless scheduled in advance. Our policy is to schedule space and staff well in advance in order to be able to best respond to public needs while at the same time provide sensible management and control.

Our management of tour groups has been effective in the past and we are aware of our responsibility to arrange off street parking of any tour busses which might affect traffic flow in the area of our expanded facility. We will always keep this in mind as we schedule special tours. We appreciate your rightful concern and look forward to working closely with you in the future.

Sincerely,

  
John Holverson  
Director

Mr. William Bray  
City Traffic Engineer  
City Hall  
389 Congress Street  
Portland, Maine 04101

cc: George Flaherty, Acting City Manager  
Thomas Valleau, Acting Director, City Planning Department  
Leonard Jacobson, I. M. Pei & Partners

CITY OF PORTLAND, MAINE  
MEMORANDUM

TO: Doug Mason, Planning Dept.  
FROM: Keith Jones, City Arborist  
SUBJECT: Portland Museum of Art Site Plan

DATE: 8/8/80

Anne Dick, Tree Inspector, and myself have reviewed the site plans for the above project, and noting our earlier comments, which I will not repeat in this memorandum, I can identify no serious problems associated with external sight work.

I would like to see written specifications for items such as sod, definition of planting soil and back fill, etc.

Some of the planting is going to require meticulous maintenance on a seasonal basis and it would seem that with a project of this importance, that consideration should be given to an outside comprehensive sprinkler system.

I look forward to the development of this project.

KRJ/n

cc: Richard E. Anderson, Sr., Director, Parks & Rec'n. Dept.  
Joseph Parent, Program Coordinator  
Mark Hutchins, Chief Administrative Assistant  
Anne Dick, Tree Inspector  
Andrew Phillips, Horticulture Consultant  
file



Dany Gardines, Arch.  
Ken Tillbot, L.A.  
Geraldine Pontius, Arch.

Close all of Free St. during demolition? NO

✓ model + perspective rendered

Ron Epstein - permit for plates

- 5 Min. Passenger Loading + Unloading

- Handicap parking - Reserve space nears Chambers of C.

ASK PB

Allowing curb cut removal if necessary

Bill Bray has no objections

~~\* Korean fine tune~~

- ① Museum is proposing closing curb cut <sup>and 60' back from existing parking meter</sup>
- ② Chamber basins <sup>not to</sup> be conserved - may be necessary

City picks up side  
Museum picks up their side

AUG 22 1980

I.M. PEI & PARTNERS Architects and Planners

August 19, 1980

I. M. Pei FAIA RIBA  
Eason H. Leonard FAIA RIBA  
Henry N. Cobb FAIA  
James Ingo Freed FAIA  
Leonard Jacobson AIA  
Werner Wandelaar AIA

Mr. George Flaherty  
Acting City Manager  
City of Portland  
City Hall, 389 Congress Street  
Portland, Maine 04111

Reference: Portland Museum of Art

Dear Mr. Flaherty:

Please find enclosed a partial site plan of the Portland Museum of Art addition including the Congress Square/Free Street area we reviewed last Wednesday with you and Tom Valleau. We have designated the area in front of the Chamber of Commerce as a drop-off area, as per our discussion, therefore removing two spaces now metered. This zone measures approximately 56 feet on our drawing, although this dimension could be adjusted pending your review with Bill Bray.

We have also indicated a possible realignment of the curb opposite the Museum, as a means of further reducing congestion, in response to a suggestion made during our subsequent discussion with Mr. Bray on the site.

We apologize for not addressing this matter earlier in the planning process, and we appreciate your prompt attention and help in achieving a solution. We hope that this proposal remains acceptable to you and Mr. Bray, and we look forward to hearing from you.

Very truly yours,

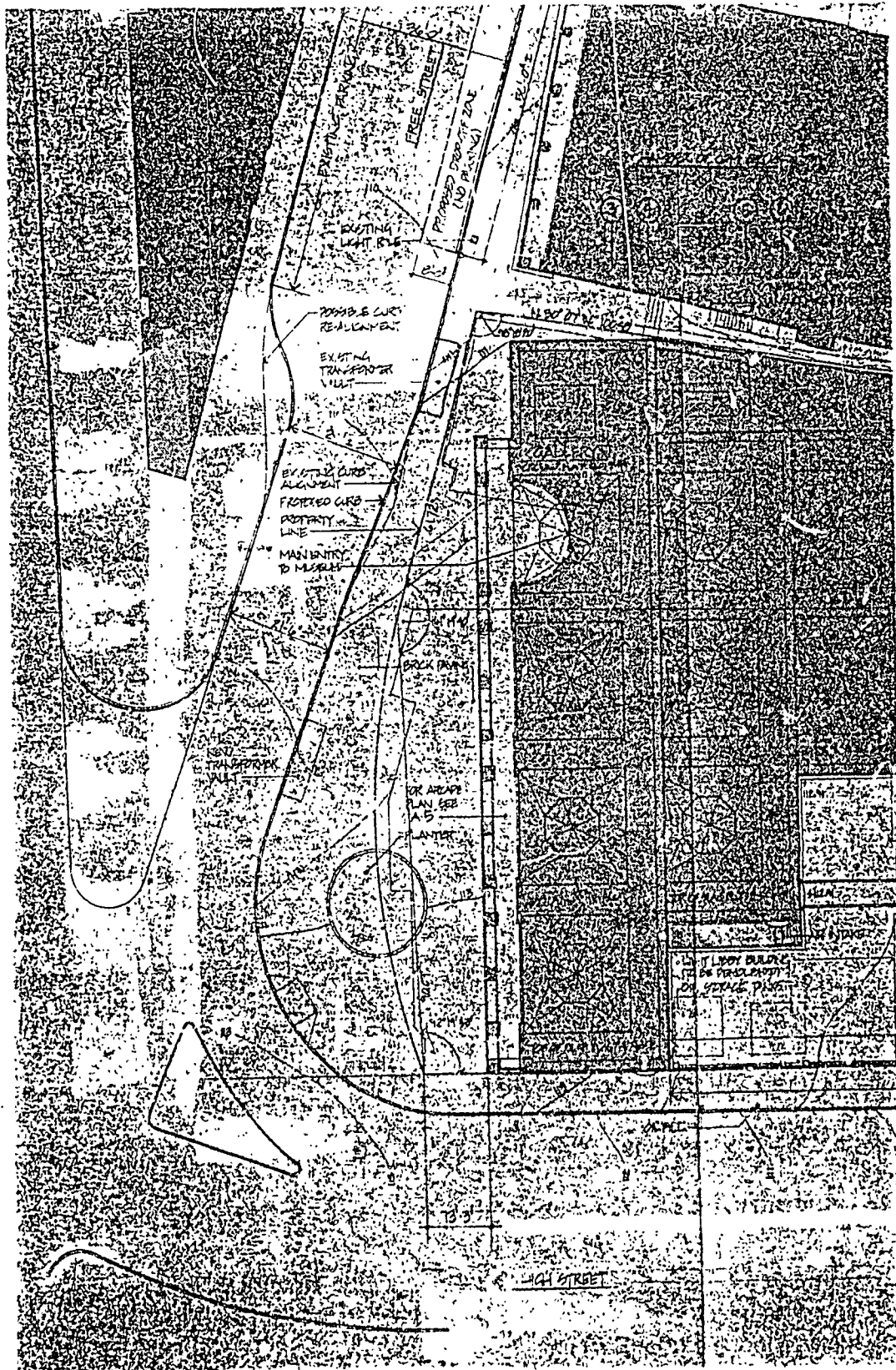
I. M. PEI & PARTNERS

  
Douglas Gardner

Enclosure

cc: PMorton, JHolverson, GTerrien, REpstein, HCobb, LJacobson  
DG/nr

600 Madison Avenue, New York, New York 10022 212 751-3134 Cable: IMPARCH Telex: 62352, 127953



Deag -

Jan Gilpatrick called  
and wants to have this questioned  
answered tomorrow:

"What happens if the Museum  
backers do not have enough  
\$ and they demolish the Living  
Building? Is there a potential  
for another Golden Triangle?"

UDAC proof

water problem

Housing - write for F&S  
Rehab. Commission up to her  
C.D. today

Museum - short of funds

continuing Fund drive

depends on bids - won't tear down building  
until bids. Fund satisfactory

Walt H.H.

Building Proc.

Vol. 1 of

Donated + const. bid

no one package  
general contr.!

disboth

## 1 M Rei

check - parking by C of C + emerging areas

- existing curb cuts for parking on street - put on plan
- Furniture on site
- existing trees
- metered parking - all existing - put on plan
- crosswalks - existing - put on plan
- lot of existing flag 'at'
- check map for existing vs. proposed sewers

Marty: Parking - who is it for? - Drop-off

Sombody approach Scott's

curb cut issue -

water service issue -

John Brewers

Tom - who handle C.F. statement? Bill study his alt.



## CITY OF PORTLAND

August 18, 1980

TO RESIDENTS AND PROPERTY-OWNERS IN THE VICINITY OF CONGRESS SQUARE:

A site plan for a proposed major new gallery addition to the Portland Museum of Art will be presented for site plan review by the City Planning Board at its regular meeting on Tuesday evening, August 26, 1980, at 7:30 P.M. in Room 209, City Hall, Portland Maine. This proposed new building addition has been designed by I. M. Pei & Associates of New York City.

The proposed new museum addition will be located in Congress Square near the corner of High Street on the site of the Libby Building. This site is located within the B-3 Business Zone. A major new art gallery wing, administrative and service area are proposed.

Public notice was made in the local newspaper, and immediate abutters are being notified by this letter. If you wish to review the site plan prior to the Planning Board meeting, please contact Douglas L. Mason, in the Planning Department office, Room 211, City Hall, Portland, Maine or Phone: 775-5451, Extension 266.

Sincerely,

  
Thomas F. Valteau  
Acting Planning Director

# Site Plan for ~~THE~~ Portland Art Museum Addition

A proposed ~~addition~~ expansion of the Portland Museum of Art is requested for site plan review by the Portland Society of Art. A major new gallery wing, administrative and service area are proposed at High and Free Street. Zoning for the site is B-3 Business. <sup>was made</sup> Public notice in the local newspapers and immediate abutters were notified. A ~~Planning~~ Staff report is enclosed.

Deors, M. 37-E on ~~1st~~  
599 ~~Compass St~~ 45 E. Perc. enc'd  
04101

Portland Chamber of Commerce  
142 Free St

Trusiani, Paul S.  
585 1/2 Compass St.  
04101

Scott's Post Service Inc.  
130 Free St.  
04101

Greater Portland Landmarks  
165 State St  
04101

P.W.C.A.  
875 Spring  
04111

Portland Society of Art - 39-B  
111 ~~High~~ High  
04101

Harper Hotels, Inc.  
3400 So Madison Street  
Muncie, Indiana Back

- Renderings - Facades.

- Use of courtyard

John Holverson, Dir. of Museum  
Mrs. Bernstein - Pres. Pol. Soc. of Art

- buses

Phillipa Morton - Art Museum Project Director

Dan Gardner

Conrad Jackson

RON Epstein, Attorney for the project

would plans be better?

- FIRE

- include all exits / Elevators

Can we get model

See Drawing notes

Get BRAY COPY OF  
1 M Plan.

~~REMARKS~~

LIGHTING - STREET / SIDEWALK, TREE LIGHTS, FIXTURES ON FACADE  
WALKS - MATERIAL, Mutual service access easement - YWCA

## UTILITIES

- CB for STORM ON PROPERTY

- SAN. + STORM. INTO SYSTEMS ON SPRING + HIGH

- WATER FROM FREE & EXIST. HYDRANT

~~LIGHTING - STREET / SIDEWALK~~

## PLANTING PLAN

- ELABORATE

- Tree plans - easement for ownership + maintenance  
responsibility.

~~REMARKS~~ OTHER STAFF REVIEW - PW, Fire, Bldg Insp, City, Architect

PRELIMINARY Approval

Exception of Bus Parking - Only, recently brought to attention of the architect

BILL BRAY, THEN ARCHITECT ADDRESS THIS ISSUE



ART MUSEUM - New gallery wing, administration + service

~~Huskol~~

FIRE - egress opposite fire stairs of Chamber of Commerce  
doesn't meet Code - check Collins  
Exits from auditorium?

Mutual service access exempt proposed w/ YWCA

\* Facade draw

\* Interior room use layout, elevation

~~Max. program Hk~~

Siamese connection?

Elevators

1<sup>st</sup> FLOOR or UPPER GROUND FLOOR

~~Ground floor exits~~

Go over rest of UPARR budget for remaining money

for: ~~workshops~~  
~~final report~~  
~~other?~~

- Service element - YWCA -
- Plan for town buses - call Rei
- Bill Bry
- 

UDAG - Parking Garage across High Street

Ann. Pringle - schedule actually OK? 775-4121  
Me. Savings

Shutters tidied - All maren  
all facade except people  
Joe Gray ideas  
Landmarks

① Facade

~~Wright - Pierce - Zork, present~~

~~725-8121 - County to BUILDING Comm.~~

~~Spent time w/ Architects as to what it is but~~

CITY OF PORTLAND, MAINE  
MEMORANDUM

TO: Doug Mason, Planning Dept.  
FROM: William J. Bray, Traffic Engineer  
SUBJECT: Art Museum

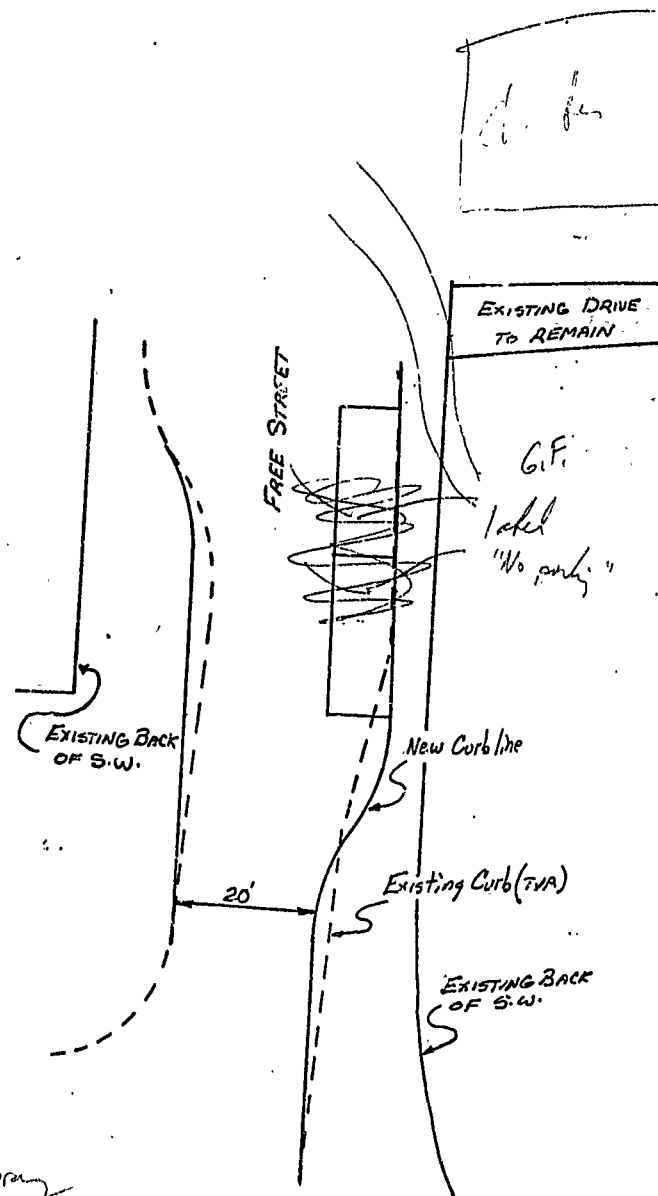
DATE: 8/19/80

Pursuant to the Planning Boards request I have prepared preliminary design plans for providing on-street parking in the vicinity of the proposed Art Museum. Specifically, they requested that two (2) locations be examined: (1) Free Street at proposed Main entrance; (2) Spring Street between YWCA entrance and High Street. Attached are copies of each design concept for your review and transmittal to the Planning Board.

The Free Street plan would provide (2) two spaces directly in front of the proposed main entrance and (1) one additional space near the Chamber of Commerce Building. As shown on the attached sketch, a considerable amount of curb re-alignment and sidewalk work will be required. The (2) two spaces in front of the proposed entrance would be designated as 5 minute loading and unloading, and the (1) one space at the Chamber of Commerce will be designated for handicapped parking.

The parking plan for Spring Street would allow for (5) five auto spaces or (3) three bus spaces.

In a recent conversation with the Art Museum Director the issue of providing parking for "tour" buses was discussed. The Director informed me that the Art Museum would forward a letter to the Planning Board describing in detail what methods the Museum will be employing for "tour" bus parking.



see Bill. Bray

- G.F. agreed

- rec'd to G.F. as signed to me

- present title

- bottom letter - rec'd to

DRIVE

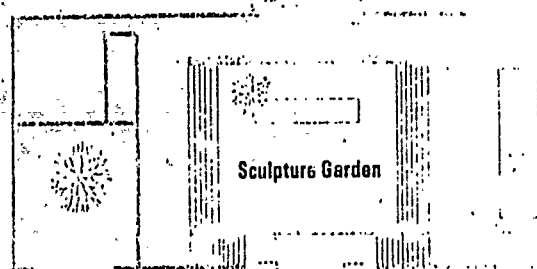
pppp

EXISTING BACK OF S.W.  
PROPOSED CURB LINE 2  
EXISTING CURB LINE 2

SPRING ST.

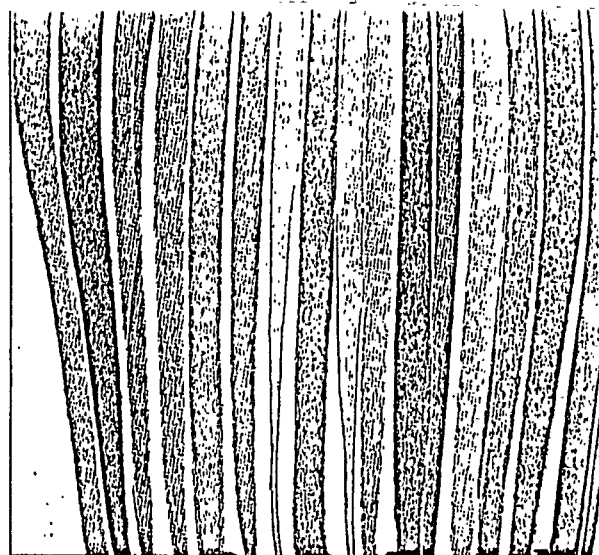
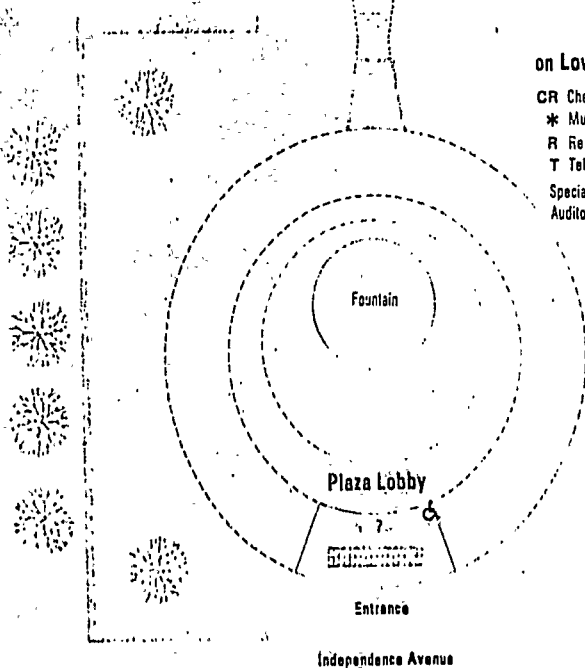
HIGH ST.

# Hirshhorn Museum and Sculpture Garden



## on Lower Level

- CR Checkroom
- \* Museum Shop
- R Restroom
- T Telephone
- Special Exhibitions Auditorium



Morris Louis, *Where*.

## The Permanent Collection

The Hirshhorn Museum and Sculpture Garden's permanent collection numbers some 4,000 paintings and 2,000 sculptures, as well as numerous prints and drawings.

The renowned sculpture collection includes works in every medium by European and American masters such as Auguste Rodin, Henry Moore, Pablo Picasso, David Smith, and Alexander Calder. In order to represent the development of 20th-century sculpture, the collection begins in the first part of the last century. Among the precursors of modernism was Honoré Daumier. His small, bronze, caricature figures satirize the citizenry of the reign of Louis-Philippe of France. Another 19th-century artist represented extensively in the collection is Edgar Degas, whose

small bronzes of ballerina women engaged in the possess the spontaneous sketch.

In contrast to the more forms of sculpture, the collection also contains works. Beginning with Brancusi's *Sleeping Mu* development of abstraction can be traced to such examples as Kenneth S. Rickey's kinetic *Three I*. Also on view are such contemporary sculpture: Cornell's intimate and m and Louise Nevelson's pieces.

While the sculpture collection is a mix of American and works, the painting collection is predominantly American.

PLANNING DEPARTMENT REPORT

REVIEW OF SITE PLAN

FOR THE PORTLAND ART MUSEUM EXPANSION

AT HIGH STREET AND CONGRESS SQUARE

- 1- Orientation
- 2- proposed buildings
- 3- Landscaping + lighting
- 4- access - 5 min passage loads + unloads

Street layout - UPAG  
Jury - K. Bitt.

(1-0)  
approved

Submitted to:

City Planning Board  
Portland, Maine  
August 26, 1980

### INTRODUCTION

A site plan has been submitted for a proposed major new art gallery addition to the Portland Museum of Art by the Portland Society of Art. The addition will include a new gallery wing, administrative and storage area, and exterior courtyards, plantings, and service areas. Fifteen abutters were notified of the public meeting. Public notice was made in the local newspapers.

Zoning of the site is B-3 Business. Area of the proposed building is 58,620 square feet. Area of the lot is 61,160 square feet, or 1.4 Acres. Site coverage of the proposed building is 20,560 square feet.

Existing on the site presently are the following: McClellan-Sweat House - L.D.M. Sweat Memorial (site coverage of 7,100 square feet), School of Art - Clapp House (site coverage 1,900 square feet), the Libby Building, a vacant 2½ story frame building between the Libby Building and the Chamber of Commerce, bituminous surface parking areas, and service and landscaped areas, adjacent to the School of Art and Sweat Memorial Building.

### STAFF REVIEW

The site plan was reviewed in accordance with the standards of the Site Plan Ordinance, Section 604.6A of the Municipal Code.

#### 1. Provisions for pedestrian and vehicular circulation.

All existing paving along Free Street and High Street between the Chamber of Commerce and the Sweat Memorial will be removed and replaced with similar brick paving. Curb cuts existing on Free Street between the Chamber of Commerce and the Libby Building will be removed. One handicap curb ramp will remain at the corner of Free and High and one will remain at the corner of Spring and High. Handicapped access will be provided into the front entrance of the gallery through the colonnade from the corner of the building.

A mutual service access easement is being proposed between the applicant and the YWCA to provide adequate width for service trucks east of the Clapp House. Fencing is proposed along the property line on High Street to enclose the courtyard and provide the one existing pedestrian entrance in front of the Sweat Memorial. A crushed stone and brick-edged pathway will be located within the courtyard.

A Metro bus stop is located on High Street in front of the Sweat Memorial entrance.

The issue of parking, both temporary and for the disabled has been addressed by both City staff and the applicant.

Presently, the only parking in the direct vicinity of the Museum complex consists of two metered spaces in front of the Chamber of Commerce on Free Street and approximately three fifteen-minute spaces across Free Street from the Chamber of Commerce. Attached is a letter from the Portland Museum of Art addressing the concerns of the City's Traffic Engineer concerning bus tours.



This issue is presently being explored by the City and the applicant. The applicant will present a proposal at the Planning Board meeting with staff comment at that time.

## 2. Bulk, Location and Height of Buildings and Utilities

Red brick on concrete frame is the proposed facade building material.

A perspective rendering of the proposed front facade and model of the structure will be available for study at the public meeting. The bulk, location, height of the proposed building are compatible with the Congress Square surroundings. The proposed setback from Free Street is greater than that of the existing Libby Building and equal or greater in setback from High Street. Height of the proposed building is 61 feet at Free Street, stepping back to one story in height at the linking point to the Sweat Memorial building. The Libby Building is approximately 65 feet in height.

## 3. Utilities

Utilities will include water service from existing lines on Free Street, and storm and sanitary connections to existing lines on Free, Spring, and High Streets. Catch basins are proposed for storm water collection in the High Street courtyard, Spring Street courtyard, and service area. Public Works has approved the site plan.

## 4. Landscaping

The landscaping plan proposed is elaborate and extensive. A proposed planter of birch trees is to be located on the walk at the Free Street side, approximately half on the street right-of-way and half on the applicant's property. A revocable permit has been suggested by the City's Corporation Counsel to allow maintenance responsibility of the planter by the applicant, which he has agreed to obtain. The large beech on the property is proposed to remain. Plantings of trees, shrubs and groundcovers are proposed in the courtyards and adjacent to the buildings. The landscape plans have been reviewed by the Planning staff and the City Arborist, (see enclosed memorandum). Three additional London Plane trees are proposed along the Spring Street esplanade to complement the two existing trees.

The two existing benches, one litter basket, two tree pits, and three granite planters on the Free Street side are proposed to be removed. Benches attached to the facade of the proposed building and within the enclosed walkway within the facade will provide limited sitting areas for pedestrians. A garden bench will be located in the center of the courtyard between the Sweat and Clapp buildings.

## 5. Soils and Drainage

Public Works has reviewed and approved the drainage plans for the site.

## 6. Exterior Lighting

Lighting is proposed using existing street lighting, new facade fixture lighting at the High Street courtyard entrance and service/loading area, and lighting attached to trees on the High Street courtyard and planter of birches on the Free Street side.

## 7. Financial Capability

The proposed project of \$10.5 million will be funded by \$2.3 million from UDAG and the rest in pledges from the private community, Maine Savings Bank is providing the construction loan.

8. Fire and Safety

An existing fire hydrant is located at the corner of Spring and High Streets. The Fire Department has approved the site plan for emergency water service, accessibility, and egress.

9. Preliminary Plan - not applicable.

10. Conflict with City Projects

This project is compatible with the City's UDAG Project for the Congress Square area. The project is also in the Maine Way Project area and conforms with applicable Maine Way standards.

STAFF RECOMMENDATION:

The staff finds the proposed development in conformance with the Site Plan Ordinance standards with the exception of the temporary parking issue. The applicant will propose a revised parking plan for staff comment and the Planning Board's consideration at the Board meeting.

APPLICATION FOR BUILDING PERMIT  
AND SITE PLAN APPROVAL

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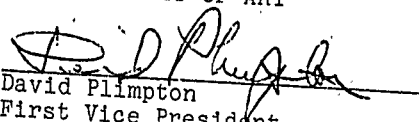
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The new Museum wing is being designed by I. M. Pei & Partners, the celebrated architectural firm. In our judgment the new wing will stimulate public and private redevelopment of the Congress Square area while setting the highest architectural standards. The presence and color of the new Museum wing and the garden setting created by leaving more than half of the expansion site open will complement the historical architecture of the buildings sharing the Museum precinct. In short, the Portland Society of Art firmly believes that construction of the proposed Museum expansion will enhance the development of the City of Portland and the public purposes embodied in the Portland Site Plan Ordinance and Municipal Code.

DATED this 1st day of August 1980.

PORTLAND SOCIETY OF ART

By

  
David Plimpton  
First Vice President

# PORTLAND MUSEUM OF ART

111 HIGH STREET PORTLAND, MAINE 04101 TELEPHONE 207 775-6118

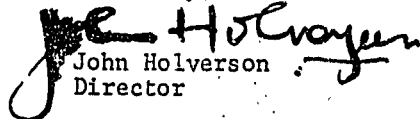
19 August 1980

Dear Mr. Bray,

Thank you for bringing to our attention your questions about management of bus tours visiting the new museum facility following completion of our current expansion program. Unlike tours to other public institutions, tours to the Museum by school children and by other groups are arranged by necessity well in advance and are kept purposely limited in size. For a child, for example, to have an educational, meaningful visit to a Museum depends, I believe, on keeping the group of which he is a member small enough for the docents and staff to hear specific individual questions, and to have the time and space to respond to each particular need. We have always attempted to make every visit by school children as memorable as possible. More than one busload or group at a time, for example, is therefore something we discourage. In fact, group tours are not accepted unless scheduled in advance. Our policy is to schedule space and staff well in advance in order to be able to best respond to public needs while at the same time provide sensible management and control.

Our management of tour groups has been effective in the past and we are aware of our responsibility to arrange off street parking of any tour busses which might affect traffic flow in the area of our expanded facility. We will always keep this in mind as we schedule special tours. We appreciate your rightful concern and look forward to working closely with you in the future.

Sincerely,

  
John Holverson  
Director

Mr. William Bray  
City Traffic Engineer  
City Hall  
389 Congress Street  
Portland, Maine 04101

cc: George Flaherty, Acting City Manager  
Thomas Valleau, Acting Director, City Planning Department  
Leonard Jacobson, I. M. Pei & Partners

CITY OF PORTLAND, MAINE  
MEMORANDUM

TO: Doug Mason, Planning Dept.  
FROM: Keith Jones, City Arborist  
SUBJECT: Portland Museum of Art Site Plan

DATE: 8/8/80

Anne Dick, Tree Inspector, and myself have reviewed the site plans for the above project, and noting our earlier comments, which I will not repeat in this memorandum, I can identify no serious problems associated with external sight work.

I would like to see written specifications for items such as sod, definition of planting soil and back fill, etc.

Some of the planting is going to require meticulous maintenance on a seasonal basis and it would seem that with a project of this importance, that consideration should be given to an outside comprehensive sprinkler system.

I look forward to the development of this project.

KRJ/n

cc: Richard E. Anderson, Sr., Director, Parks & Rec'n. Dept.  
Joseph Parent, Program Coordinator  
Mark Hutchins, Chief Administrative Assistant  
Anne Dick, Tree Inspector  
Andrew Phillips, Horticulture Consultant  
file

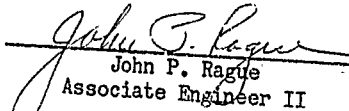
CITY OF PORTLAND, MAINE  
MEMORANDUM

TO: Douglas L. Mason, Planning Department  
FROM: John P. Rague, Department of Public Works  
SUBJECT: Portland Museum of Art

DATE: 8-25-80

It is my understanding that the City's Traffic Engineer has submitted a separate memorandum pertaining to the subject development. Because of the nature of the development, its proposed usage and its location, this Department's concerns were centered around vehicular and pedestrian traffic and safety. I am confident that Mr. Bray's memorandum addressed these concerns adequately without need for further comment.

All other aspects of the site plan have been found acceptable to this Department at this time.

  
John P. Rague  
Associate Engineer II

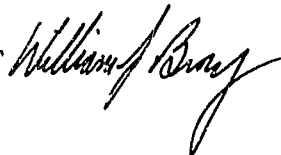
JPR/jpr



CITY OF PORTLAND, MAINE  
MEMORANDUM

TO: Doug Mason, Planning Dept.  
FROM: William J. Bray, Traffic Engineer  
SUBJECT: Art Museum

DATE: 8/19/80



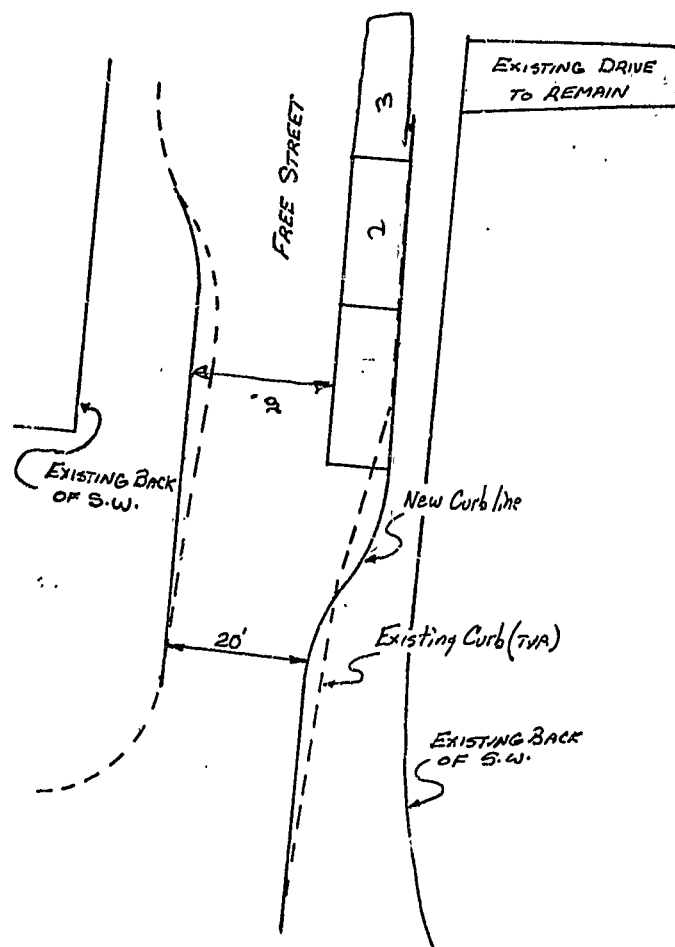
Pursuant to the Planning Boards request I have prepared preliminary design plans for providing on-street parking in the vicinity of the proposed Art Museum. Specifically, they requested that two (2) locations be examined: (1) Free Street at proposed Main entrance; (2) Spring Street between YWCA entrance and High Street. Attached are copies of each design concept for your review and transmittal to the Planning Board.

The Free Street plan would provide (2) two spaces directly in front of the proposed main entrance and (1) one additional space near the Chamber of Commerce Building. As shown on the attached sketch, a considerable amount of curb re-alignment and sidewalk work will be required. The (2) two spaces in front of the proposed entrance would be designated as 5 minute loading and unloading, and the (1) one space at the Chamber of Commerce will be designated for handicapped parking.

The parking plan for Spring Street would allow for (5) five auto spaces or (3) three bus spaces.

In a recent conversation with the Art Museum Director the issue of providing parking for "tour" buses was discussed. The Director informed me that the Art Museum would forward a letter to the Planning Board describing in detail what methods the Museum will be employing for "tour" bus parking.

PPPP



EXISTING  
DRIVE

pppp

EXISTING BACK OF S.W.  
PROPOSED CURB LINE ?  
EXISTING CURB LINE ?

SPRING ST

HIGH ST.

AUG 22 1980

**I.M. PEI & PARTNERS** *Architects and Planners*

August 19, 1980

I. M. Pei FAIA RIBA  
Eason H. Leonard FAIA RIBA  
Henry N. Cobb FAIA  
James Ingo Freed FAIA  
Leonard Jacobson AIA  
Werner Wendelmaier AIA

Mr. George Flaherty  
Acting City Manager  
City of Portland  
City Hall, 389 Congress Street  
Portland, Maine 04111

Reference: Portland Museum of Art

Dear Mr. Flaherty:

Please find enclosed a partial site plan of the Portland Museum of Art addition including the Congress Square/Free Street area we reviewed last Wednesday with you and Tom Valleau. We have designated the area in front of the Chamber of Commerce as a drop-off area, as per our discussion, therefore removing two spaces now metered. This zone measures approximately 56 feet on our drawing, although this dimension could be adjusted pending your review with Bill Bray.

We have also indicated a possible realignment of the curb opposite the Museum, as a means of further reducing congestion, in response to a suggestion made during our subsequent discussion with Mr. Bray on the site.

We apologize for not addressing this matter earlier in the planning process, and we appreciate your prompt attention and help in achieving a solution. We hope that this proposal remains acceptable to you and Mr. Bray, and we look forward to hearing from you.

Very truly yours,

I. M. PEI & PARTNERS

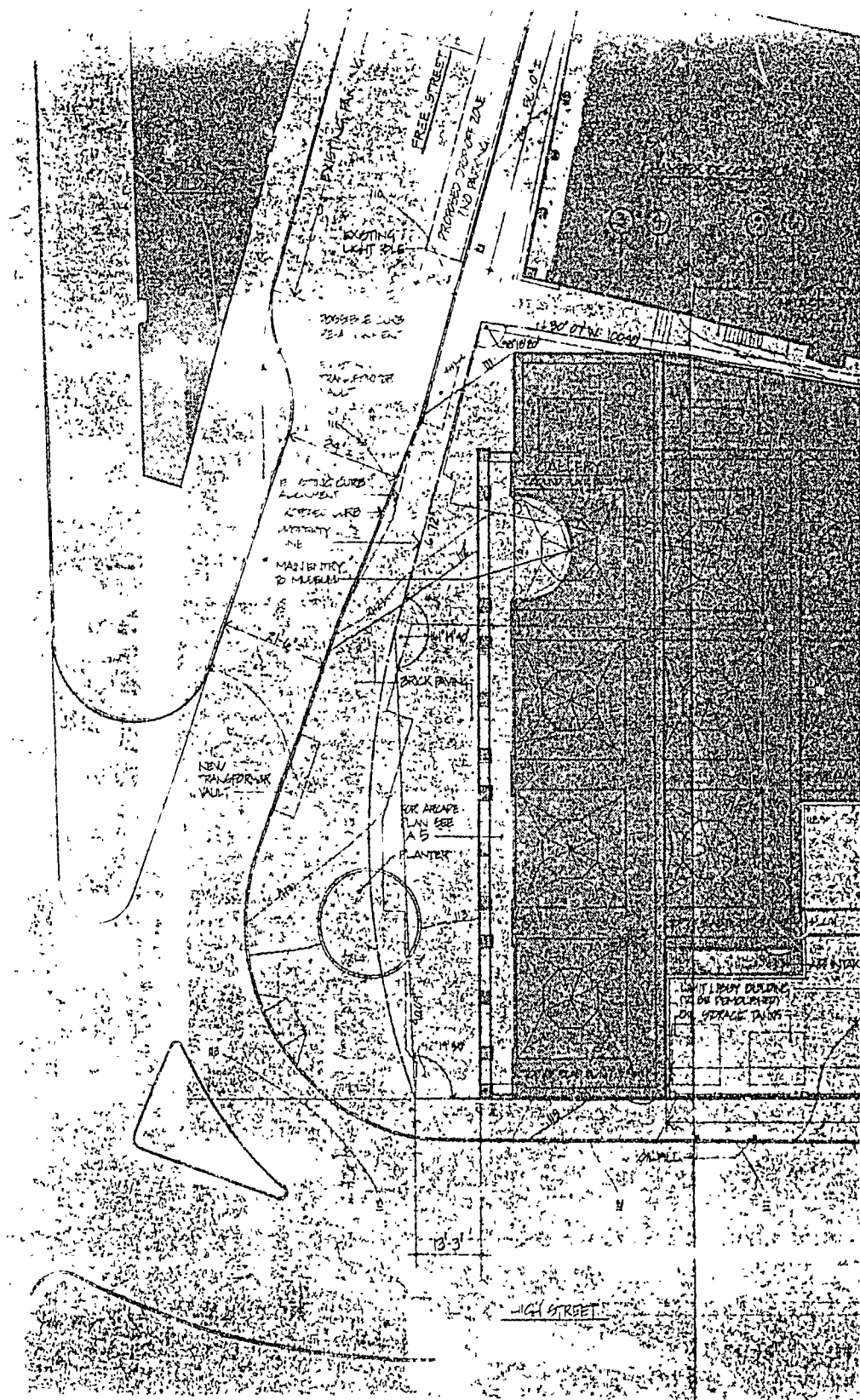


Douglas Gardner

Enclosure

cc: PMorton, JHolverson, GTerrien, REpstein, HCobb, LJacobson  
DG/nr

600 Madison Avenue, New York, New York 10022 212 751-3122 Cable: IMPARCH Telex: 62352, 127953



From the Desk of

Douglas Mason

Bradford Pear - *Pyrus calleryana* "Bradford"

*Sophora Japonica* - Japanese Pagoda tree

but any winter value?

**I.M. PEI & PARTNERS** Architects and Planners

I. M. Pei FAIA  
Eason H. Leonard FAIA  
Henry N. Cobb FAIA

Associate Partners  
Leonard Jacobson AIA  
James I. Freed AIA  
Werner Wandelmater AIA

December 17, 1979

Mr. Brian Nickerson  
Planning Department  
City of Portland  
City Hall, 389 Congress Street  
Portland, Maine 04111

Reference: Portland Museum of Art

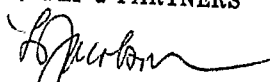
Dear Mr. Nickerson:

We wish to thank you for your courtesy in arranging the meeting with building officials on 12/6/79, and enclose herewith our notes made from that meeting.

We will review some of the issues left open or unresolved, and would like to contact you some time in January for a followup meeting.

Very truly yours,

I. M. PEI & PARTNERS

  
Leonard Jacobson

Enclosure  
cc: APringle/enc, GTerrien, WWebb  
LJ/nr

600 Madison Avenue, New York, New York 10022 212 751-3122 Cable: IMPARCH Telex: 62352, 127953

NOTES OF MEETING I. M. PEI & PARTNERS Architects 600 Madison Avenue, New York, New York 10022

Date: December 6, 1979  
Place: City Hall  
Portland

Subject: Portland Museum of Art

Present:	Brian Nickerson	Planning Department, City of Portland
	James Collins	Building Inspections (Fire Dept.)
	Walter Hilton	Building Inspections
	Douglas Mason	Planning Department
	John Rague	Public Works Department
	George Terrien	Terrien Architects
	Chris Libby	
	William Webb	Rolf Jensen & Associates, Inc.
	Leonard Jacobson	I. M. Pei & Partners
	Douglas Gardner	

- 
1. Review Chapter 604, Site Plan Ordinance, for filing and hearing. Museum considered "major development".
  2. Mr. Gardner outlined plans (as previously sent to Mr. Nickerson 11/20/79).
  3. Architects are advised that governing codes are BOCA 1978 and NFPA 101-76. It is permissible to review NFPA issues with Lt. Collins - he will keep State informed if necessary.
  4. In reference to IMP&P letter of 11/20/79:
    - a. Question 1, BOCA 1202.4 - Sprinklers above Lower Ground Floor are waived, as long as no single exhibit floor exceeds 12,000 square feet.
    - b. Administration Wing must be separated from Exhibit Wing with duct fire dampers, rated wall and door separation.
    - c. Administration Wing single egress stair is acceptable per BOCA "Business" occupancy with low population.
  5. Mr. Webb outlined Gallery egress. NFPA 101 calls for simultaneous egress from all levels for this Assembly use. If population load is carried at 15 sq.ft. per person, the total would require more stair units from Level 2 to Level 1. He noted precedents for Museum occupancy as rarely reaching denser than 30 sq.ft. per person overall.

Lt. Collins and Mr. Hilton are not ready to consider this density reduction pending submission of more data (reference BOCA 606.7 and NFPA 8-1132).



December 6, 1979

Mr. Webb reviewed BOCA 616.8 and NFPA 6-1.1.2 regarding interconnection of three levels plus the "mezzanine" at Level 4.

Messrs. Collins and Hilton cannot accept the double request of waiving sprinklers for three intercommunicating floors plus request for additional 4th Level, plus request for occupancy load reduction. They suggested enclosing the second stair from Level 4 and making it a full egress might permit waiving other considerations.

Mr. Gardner asked whether provision of fire cut-offs (overhead doors) separating Level 2 from Level 3 would permit acceptance of the other conditions. Messrs. Collins and Hilton believed it since there no longer be three (or four) intercommunicating levels, for egress purposes in event of fire.

6. Roof Live Load is 50 psf - no reductions.
7. Request is made to direct all roof water drains in some way to ground level landscape area, rather than directly into sewer system.

Plumbing drawing showing storm and sanitary connected on-site should be changed to two separate lines out to street line before connection. (See also Maine State Plumbing Code.)

8. Mr. Terrien raised question whether, procedurally, a letter should be written to the State Fire Marshal, noting that Architect's understanding is that he can work through Lt. Collins.

Leonard Jacobson

cc: G. Terrien, W. Webb, H. Cobb, D. Gardner  
LJ/nr

**I.M. PEI & PARTNERS** *Architects and Planners*

I. M. Pei FAIA  
Eaton H. Leonard FAIA  
Henry N. Cobb FAIA

*Associate Partners*  
Leonard Jacobson AIA  
James I. Freed AIA  
Werner Wandelmater AIA

November 20, 1979

Mr. Brian Nickerson  
Planning Department  
City of Portland  
City Hall, 389 Congress Street  
Portland, Maine 04111

Reference: Portland Museum of Art

Dear Mr. Nickerson:

Mr. Lon Megathlin has arranged for us to meet with you Thursday 12/6/79 in regard to the addition to the Portland Museum of Art. We have recently completed our Schematic Design Phase, and we feel it important to review our progress with you before we proceed much further in the Design Development Phase.

In order to make our meeting as productive as possible we have forwarded prints of our latest plans and sections to Mr. Megathlin for your preliminary review, as well as a Schematic set of mechanical and electrical drawings. We have also included with those sets a copy of our Fire Protection Plan Outline as prepared by Rolf Jensen & Associates, Inc, our Life Safety Consultants. Both the BOCA 1975 and NFPA 101-1076 codes have served as the basis for our planning efforts.

There are certain aspects of our scheme which will require special consideration, and we would like to bring them to your attention at this time, along with the appropriate code reference:

- 1) Waiving of Automatic Sprinkler System above "Lower Ground Floor" (BOCA 1202.4): Art museums of this type have low occupancy loads and low fuel loads, and are therefore low hazard buildings. For these reasons as well as potential water damage to art work, we seek to avoid sprinklers in all above-ground areas. The Lower Ground Floor would maintain a complete automatic extinguishing system.
- 2) Interconnection of Three Levels and Mezzanine (BOCA 616.8, NFPA 6-1.1.2): We seek to interconnect our above grade levels

Page One

I.M. PEI & PARTNERS Architects

November 20, 1979

in the gallery without sprinklers on these floors. Equivalency would be achieved by means of smoke detection, smoke purging, and trained staff, as well as low fuel load.

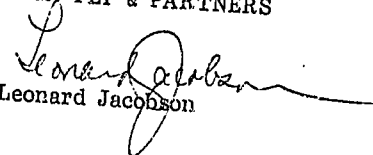
- 3) Variance for Occupancy Load (BOCA 606.7, NFPA 8-1132): A change in occupancy load from one person per 15 square feet to one person per 30 square feet is desired in gallery spaces, based on experience in similar exhibit facilities in which load seldom reached one person per 30 square feet.

A fourth topic for study concerns the Administration Wing only, where we have provided only one fire stair from the second floor. Since this area would be defined as a B (Business) use group (BOCA Table 609), this exiting complies with that code. However, this condition is at variance with NFPA 13-24. There may be other means of achieving equivalency (sprinklers, exit to roof, etc.) which could be discussed.

We consider our upcoming meeting as an exploratory session, and we are anticipating your guidance in the resolution of all these matters. We are naturally anxious to make this building as safe as possible for both people and works of art, and we appreciate your participation at this early stage.

Very truly yours,

I. M. PEI & PARTNERS

  
Leonard Jacobson

cc: D. Megathlin

Enclosure: Transmittal listing drawings sent to D. Megathlin

LJ/DG/nr

Page Two

I. M. PEI & PARTNERS, Architects, 500 Madison Avenue, New York, New York 10022 PL 1-3123

TRANSMITTAL TO:

Re: Portland Museum of Art

Job No: 7820

Date 11/20/79

☒ We are sending herewith,

☐ or under separate cover ☐ Originals

☐ Prints ☐ Photographs

☐ Sepias ☐ Photostats

☐ Specifications ☐ Samples

☐ Shop drawings ☐ Other

Sent by:

☐ I. M. Pei messenger ☐ Parcel Post

☐ First Class Mail ☐ Special Delivery

☐ Air Mail ☐ Other

Mr. Don Megathlin  
City Planning  
City of Portland  
City Hall, 389 Congress Street  
Portland, Maine 04111

No. of Copies	Drawing No:	Latest Date	Description   Remarks
2	SKA-27 thru SKA-34	11/12/79	Architectural Drawings
2	L-1 thru L-5 E-1 thru E-6 H-1 thru H-9 Sp-1 thru Sp-5 P-1 thru P-5		Mechanical/Electrical Drawings/Kunstadt Associates
2	Report	9/24/79	"Fire Protection Plan Outline" by Rolf Jensen & Associates
1	Letter	11/20/79	IMP&P to Mr. Brian Nickerson, Planning Department

Very truly yours  
I. M. PEI & PARTNERS

Doug Gardner

Copies to:

Transmittal No.

CITY OF PORTLAND, MAINE

MEMORANDUM

October 29, 1979

TO: Brian M. Nickerson, Assistant Planning Director  
Douglas L. Mason, Planning Department  
Walter Hilton, Building & Inspection Services  
Lt. Collins, Fire Prevention Bureau, Fire Dept.  
John P. Rague, Public Works Department

FROM: Donald E. Megathlin, Jr., Planning Director

SUBJECT: Portland Museum of Art

For well over a year the Portland Museum Building Committee has worked on the design and developmant of a new museum. As you know, it is a pivotal element in the City's \$40 million UDAG.

The architects, I. M. Pei, are ready to review on an informal basis the building plans and their relationship to the Site Plan Ordinance, Building Code, Fire Code and other codes. As such they have asked me to set up a meeting around their next Portland visit for an initial meeting.

I am setting up a meeting in the Planning Department Conference Room for December 6 @ 2 P.M. to discuss the plans. I. M. Pei will submit the plans to the Planning Department in about two weeks and we will distribute them to you for your review prior to the December 6th meeting.

I trust you will share my enthusiasm for this exciting project and important building to the City of Portland.

*D.E.M.*

Donald E. Megathlin, Jr.

cc: George Terrien, Architect, Portland  
Harry Cobb, Architect, I.M. Pei, New York City  
A. J. Wilson, City Manager