

## Draft Agenda

### PORTLAND FISH PIER AUTHORITY BOARD OF DIRECTORS

February 12, 2018, 3:00pm

Room 209

389 Congress Street

1. **Approval of December 11, 2017 Meeting Minutes**

Action Item:      *Public Comment*

2. **Financial update** - Rhonda Girard, Finance  
A budget summary as of 1-31-18 is attached.

3. **Fish Exchange update** - Bert Jongerden, PFX, Tom Valleau, PFX President

4. **Facilities update** - Diane Gagnon, Project Manager.  
A summary of recent projects is attached

5. **Parking Update and Request for Rate Increase** - John Peverada, Parking Manager

John Peverada, City Parking Manager, will provide a status update on parking utilization on the Fish Pier commercial lot and propose a rate increase from \$100 to \$110 per month for all month to month parking agreements. The rate increase will not affect fish harvesters or parking tenants with long term leases.

Action Item:      *Public Comment*

6. **Lot 12, Browne Trading loading dock: Waterfront Maine**

Waterfront Maine currently holds a parking lease on Lot #12 at the northeast portion of the Fish pier. The Current Waterfront Maine lease includes an exclusive development option. Both the lease and option expire in March 2018. In order to serve current seafood processing and other uses of the adjacent Browne Trading building – located off the Fish Pier - Waterfront Maine requests permission to build and access a truck loading dock on Fish Pier property.

This proposal was introduced at the December 11, 2017 meeting and discussed in executive session. Material supporting this request from Waterfront Maine is included in the attached documents.

If requested by the Board, Waterfront Maine will provide an update on their progress in developing a mixed use fish processing and office building on Lot 12 along Commercial Street.

*Consistent with Exec Session statute--1 MRS 405(6)(C) & (E) the Board may go into Executive Session to discuss this item.*

#### Requested Motions

- *Renewal of the existing Lot 12 land lease to Waterfront Maine with all rights be granted an extension of 3 years (the current land lease expires in March 2018.)*
- *Approval for the addition of a loading dock on Lot 12 for marine related deliveries/shipments to Browne Trading.*

- *Commitment to create an access easement from Lot 12A through Lot 12, serving Lot 11 and the existing utility easement access.*

**Public Comment**

**7. Lot 1, Development Opportunity: Calendar Islands Maine Lobster LLC, dba MSS RealCo**

Calendar Islands Maine Lobster LLC, dba MSS RealCo, is requesting a 9-month exclusive option to develop Lot 1 on the Portland Fish Pier. MSS RealCo is asking for consideration of a land lease and an expansion of the Lot 1 footprint in order to build a 30,000 sq/ft commercial/business facility as outlined in the proposal to be distributed at the February Fish Pier Board meeting. Project partners will be at the meeting to present the project in detail and answer questions.

Development of the facility will require closing the secondary Fish Pier drive from Commercial Street and expanding Lot 1, as has been discussed previously by the Board. As described at the December 2017 PFPA meeting, the facility will include lobster processing and wholesaling and seafood preparation for in-house consumption on the first floor the facility. The second floor is planned to include event space, seafood industry education, and a demonstration kitchen.

This proposal was introduced at the December 11, 2017 meeting and discussed in executive session. Material supporting this request from Maine Sustainable Seafood will be provided at the meeting.

*Consistent with Exec Session statute--1 MRS 405(6)(C) & (E) the Board may go into Executive Session to discuss this item.*

**Requested Motions**

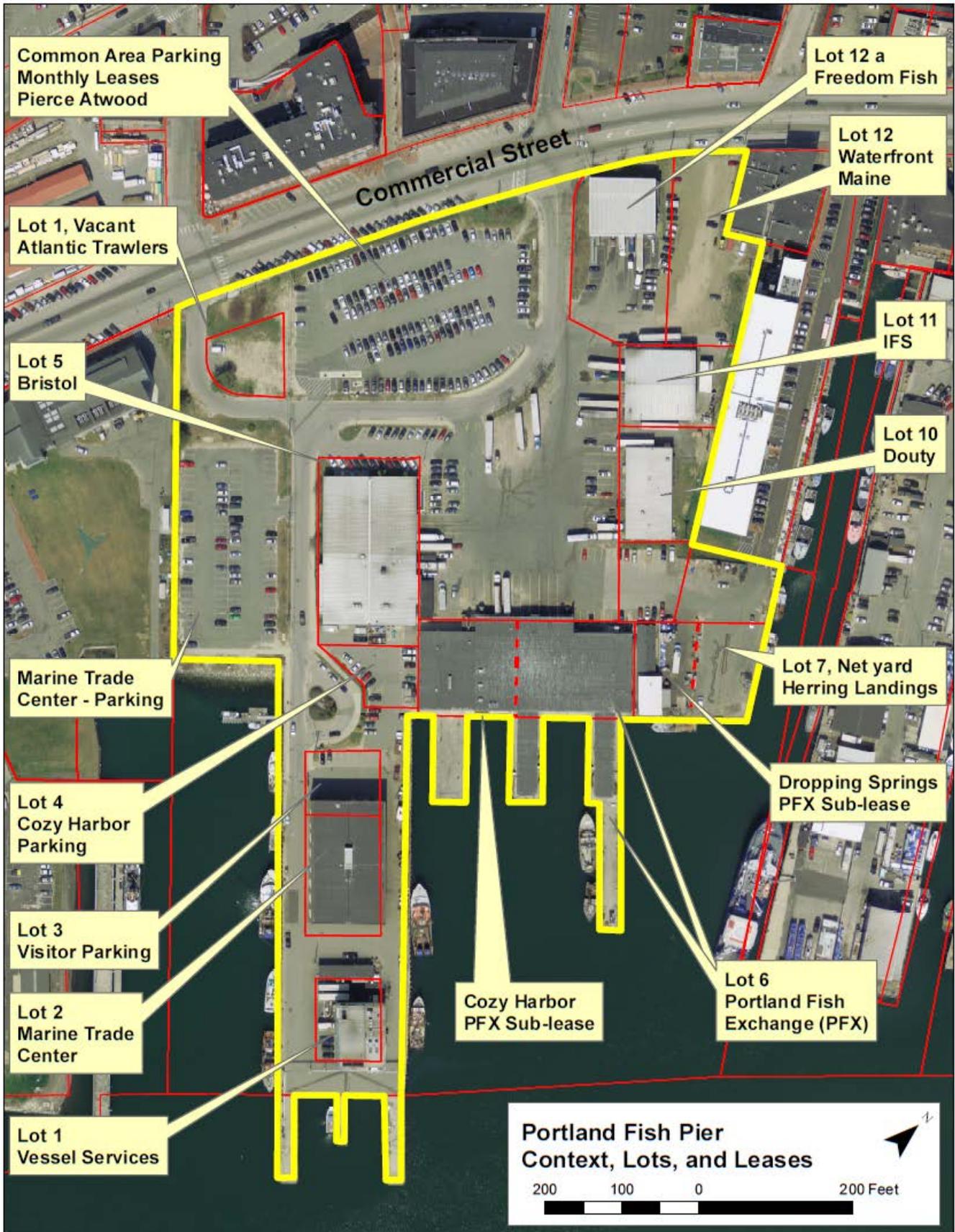
- *Granting a 9 month exclusive development option to Calendar Islands Maine Lobster LLC, dba MSS RealCo ,on Lot 1, with permission to pursue relevant permitting, including expansion of Lot 1, subject to Portland Planning Authority approvals. Land lease terms and final facility designs will return to the Board for approval prior to any construction.*

**Public Comment**

**Attachments:**

General Information: Orientation aerial photo, Context, Lots, and Leases

- |                |  |
|----------------|--|
| Agenda Item 1, | Minutes from the December 12, 2018 PFPA meeting                        |
| Agenda Item 3, | Financial Update   |
| Agenda Item 4, | Facilities Update  |
| Agenda Item 5, | Parking Memo, John Peverada  |
| Agenda Item 6, | Waterfront Maine Lot 12 proposal and supporting documents              |
| Agenda Item 7, | Maine Sustainable Seafood, LLC Lot 1 proposal and supporting documents |



PORTLAND FISH PIER AUTHORITY BOARD OF DIRECTORS

December 11, 2017

3:00pm

City Hall Council Chambers

389 Congress Street

Board Members in attendance: Nick Mavodones, President, Class A Board Member, City Council  
Tom Valleau, Ex-Officio, President of the Portland Fish Exchange  
Meredith Mendelson, Class B Board Member, DMR

Board Members absent: Jennifer Smith, Treasurer, Class C Board Member, MDOT  
Anita LaChance, Vice President, Ex-Officio, City Manager's Office

Staff present: Diane Gagnon, Project Manager, Facilities  
Rhonda Girard, Finance  
Michael Goldman, Corp Counsel  
John Peverada, Parking  
Bill Needelman, Waterfront Coordinator, Principal Staff

Public in attendance: Dan Jacques, Waterfront Maine,  
John Jordan, Dropping Springs  
Tom Marshall, Dropping Springs  
John Hathaway, Shucks Maine Lobster  
Alan Tracy, Vessel Services  
Toni Coombs, MLA  
Bill Coppersmith, MLU, Union Wharf  
Keith Lane, Custom House Wharf

*Items were taken out of order from the posted agenda to allow Ms. Mendelson to arrive to provide a quorum. Items are listed below in the order that they were discussed and numbered according to the posted agenda.*

**2. Financial update** - Rhonda Girard, Finance

Updated financial report provided at the meeting and attached to these minutes. Staff to check on the status of the "contractual services" line item which is 91% spent.

**4. Facilities update** - Diane Gagnon, Project Manager.

Ms. Gagnon noted installation of a 25 yard trash compactor at the PFX and recent drainage work in front of Bristol. New ventilation upgrades at the PFX are pending.

Ms. Mendelson arrived

**1. Approval of June 12, 2017 Meeting Minutes**

**Motion to approve as presented: Moved by Valleau, 2<sup>nd</sup> by Mendelson**

No Public Comment

**Approved by vote of 3-0 by all present.**

**3. Fish Exchange update** - Tom Valleau, PFX President

Mr. Valleau noted that landings are low, but costs are contained and the PFX is running in the black. The temporary berthing of the Maine Responder went well and helped with revenues. Industry discussions suggest that quota regulations may improve moving forward. There is a potential for reallocation of permits from Mass given the idling of vessels in New Bedford.

The Cozy Harbor sub-lease's term is up in 2019 and the PFX is looking to renew and expand. There will need to be a clarification of parking on Lot 4 and the current lease exhibit which shows Cozy Harbor parking in the common areas. The lease exhibits need to be revised, but the current condition has not created conflicts. PFX sub-lease amendments and extensions will come to the PFFA for review and approval when ripe.

**5. Lot 12, Browne Trading loading dock: Waterfront Maine**

Bill Needelman introduced the issue. Dan Jacques, Waterfront Maine, described truck access needs for the Browne Trading building located adjacent to the PFP to the east (current parking users of Lot 12 under lease to Waterfront Maine.) Waterfront Maine proposes a loading dock on the Browne building located within the utility easement on Lot 12. Building permit and CMP approvals for the loading dock are in hand. Mr. Jacques further described a potential easement across Lot 12 from the existing easement on Lot 12a to serve the loading dock.

After clarifying questions from the Board, the item was postponed until the end of the meeting for discussion in executive session.

**6. Lot 1, Development Opportunity: Dropping Springs, Calendar Islands Maine lobster, dba Maine Sustainable Seafood, LLC**

Dropping Springs is proposing an exclusive option on Lot 1 to allow due diligence and proposal development.

John Jordan and John Hathaway introduced a concept to develop a mixed fish processing, exhibit, restaurant facility on Lot 1. The lot would need to be expanded, consistent with the concepts generated by Sebago Technics last year.

After clarifying questions from the Board, the item was postponed until the end of the meeting for discussion in executive session.

**7. Discussion of Lobsterman's Petition to the Portland Planning Board on development pressure:** Discussion of potential roles that the Fish Pier can play in alleviating development pressure on fishing community

Bill Needelman Introduced the topic with reference to the July 2017 petition to the Planning Board expressing fishing industry concerns over non-marine development on the waterfront. While the issues are not caused by any action on the Fish Pier, the question to the Board is whether the Fish Pier can play a role in mitigating impacts by prioritizing parking resources to marine uses and by exploring increased support for the lobster economy on site.

John Peverada described the current practice of managing the Fish Pier parking lot with preferential pricing for harvesters, noting the near-term availability of 18 spaces.

After clarifying questions from the Board, Mr. Mavodones requested a memo on parking numbers for the next meeting.

Following comments from the audience, regarding a lack of knowledge about the availability of parking for harvesters at the Fish Pier, Board members provided direction to advertise the 18 space availability specifically to harvesters prior to filling with non-marine use parkers.

**Public Comment:**

Keith Lane: With pressure from non-marine development, there is an opportunity to develop additional berthing and vessel service by developing a new/expanded pier on the west side of the Fish Pier property (near Harbor Master's floats.)

Bill Coppersmith: There is a need for a take-out pier and berthing.

John Jordan: Agreement with above description of need and value of a service pier for lobsters.

Bill Needelman concluded the discussion with a commitment to continue to work with fishing

community as well as City leadership. An update, and potential a proposal, will be provided at the February meeting.

Agenda #1

**5. Continued: Lot 12, Browne Trading loading dock: Waterfront Maine**

*By motion from Valteau, 2<sup>nd</sup> by Mendelson, consistent with Exec Session statute--1 MRS 405(6)(C) & (E) the Board moved to go into Executive Session to discuss this item.*

***Passed 3-0 by all present.***

The Board came out of executive session and agreed without motion to discuss the issue further at the regular February meeting.

**6. Continued: Lot 1, Development Opportunity: Dropping Springs, Calendar Islands Maine lobster, dba Maine Sustainable Seafood, LLC**

*By motion from Valteau, 2<sup>nd</sup> by Mendelson, consistent with Exec Session statute--1 MRS 405(6)(C) & (E) the Board moved to go into Executive Session to discuss this item.*

***Passed 3-0 by all present.***

The Board came out of executive session and agreed without motion to discuss the issue further at the regular February meeting.

Meeting adjourned at 5:00pm

**Additional material provided at the meeting, not included in the 12-11-17 meeting packet**

Agenda Item 2, November 30, 2017 Financial Statements

Letter from Alan Tracy, Vessel Services, regarding potential ice manufacture at the PFX

Respectfully submitted, WBN

**Fish Pier Authority  
FY18 Budget Status  
As of Nov 30, 2017**

**Agenda #1, Financial Update  
Provided at the 12-11-17  
meeting**

	<b>FY18 Budget</b>	<b>YTD</b>	<b>Balance</b>	<b>%</b>	<b>FY17 YTD</b>	<b>FY18 vs. FY17</b>	<b>%</b>
<b>Revenue:</b>							
<i>Miscellaneous</i>	14,490	3,272	11,218	22.6%	3,615	(343)	-9.5%
<i>Berthing</i>	29,376	12,240	17,136	41.7%	12,240	0	0.0%
<i>Parking</i>	308,719	128,974	179,745	41.8%	130,175	(1,201)	-0.9%
<i>Ground Rent (Leases)</i>	175,352	75,306	100,046	42.9%	74,327	979	1.3%
<b>Total Revenue</b>	<b>527,937</b>	<b>219,792</b>	<b>308,145</b>	<b>41.6%</b>	<b>220,357</b>	<b>(564)</b>	<b>-0.3%</b>
<b>Expenditures:</b>							
<i>Admin. and Maint. Services</i>	38,367	11,820	26,547	30.8%	9,688	2,132	22.0%
<i>Travel/Training/Meetings</i>	1,200	0	1,200	0.0%	0	0	0.0%
<i>Contractual Services</i>	21,219	19,438	1,781	91.6%	8,979	10,459	116.5%
<i>Engineering Services</i>	23,000	0	23,000	0.0%	0	0	0.0%
<i>Printing/Copying</i>	400	0	400	0.0%	0	0	0.0%
<i>Equipment Repair</i>	10,000	6,190	3,810	61.9%	4,310	1,880	43.6%
<i>Land/Pier/Building Repair</i>	200,000	58,143	141,857	29.1%	17,176	40,967	238.5%
<i>Insurance</i>	12,967	12,850	117	99.1%	12,600	250	2.0%
<i>Supplies</i>	13,500	1,591	11,909	11.8%	3,588	(1,997)	-55.6%
<i>Electricity</i>	15,000	3,000	12,000	20.0%	3,594	(594)	-16.5%
<i>Stormwater</i>	19,584	0	19,584	0.0%	19,584	(19,584)	-100.0%
<i>Capital</i>	0	0	0	0.0%	0	0	0.0%
<i>Debt Service</i>	26,973	15,403	11,570		15,955	(552)	-3.5%
<b>Total Expenditures</b>	<b>382,210</b>	<b>128,435</b>	<b>253,775</b>	<b>33.6%</b>	<b>95,474</b>	<b>32,961</b>	<b>34.5%</b>
<b>Net Revenues Over(Under) Expenditures</b>	<b>145,727</b>	<b>91,357</b>	<b>54,370</b>		<b>124,882</b>	<b>(33,525)</b>	<b>-26.8%</b>



1 Portland Fish Pier  
Portland, Maine 04101  
207-772-5718  
207-772-2512 (fax)

Agenda #1  
Submitted at the  
12-11-17 meeting

December 11, 2017

Portland Fish Pier Authority  
City of Portland  
Portland, ME 04101

Re: Ice Production at the Portland Fish Exchange

Members of the Fish Pier Authority:

I would like to submit this letter regarding discussions about ice production at the Portland Fish Exchange.

I have just become aware that this was an item discussed at your August 14 meeting. As you know, we try to attend most FPA meetings, but were unable to attend this one. I received and read the minutes from this meeting on Friday afternoon (12/8/17). This was the first time I learned that this issue was being considered. No one has discussed this with me since the meeting was held despite the minutes reflecting that an effort should be made to do that.

We are disappointed that the Fish Exchange has decided to pursue this course of action with no consultation or discussion with Vessel Services. Our two organizations share a long history of weathering the storms of the fishing industry and have been instrumental in the success of the Fish Pier itself. The role of ice has been central to that success. A decision like this with a history like ours warrants conversation.

Vessel Services has made great effort and investment over the years to ensure fresh and high quality ice is available to the Portland fishing community and particularly the Fish Exchange. We have been doing this for over 30 years and to my knowledge during all that time there has never been more than 24 hours where ice was not available to anyone who needed it. We take our role in supplying affordable, consistent, fresh, quality ice very seriously and have done that year in and year out, sometimes at great financial cost to our business.

In recent years sales to the Fish Exchange have accounted for up to twenty percent of our overall ice sales and removing this volume will have a significant impact on our operations and changes will have to be made at our business. This is particularly difficult to take when the FPA has just this year covered a \$81,000 shortfall at the Fish Exchange because of the hard times and now consider making those hard times even harder for a private business that does not have the same safety net. Hopefully

you can understand our dismay to read your meeting minutes raising this issue without the consideration of a call first. I would hope the "infrastructure grant" decision makers, whoever they may be, will be more understanding of the situation.

As we always have, we are open to exploring ways to work together to strengthen the fishing community in Portland. We have always been willing partners to find better ways to do things and to invigorate our port. Especially now, in these days of historically low groundfish landings we should be seeking ways to work together.

Sincerely Yours,



Alan Tracy  
President and CEO  
Vessel Services, Inc.  
[atracy@maine.rr.com](mailto:atracy@maine.rr.com)

**Fish Pier Authority  
FY18 Budget Status  
As of Jan 31, 2018**

**Agenda 2  
Financial Report, 1-31-18**

	<b>FY18 Budget</b>	<b>YTD</b>	<b>Balance</b>	<b>%</b>	<b>FY17 YTD</b>	<b>FY18 vs. FY17</b>	<b>%</b>
<b>Revenue:</b>							
<i>Miscellaneous</i>	14,490	11,927	2,563	82.3%	10,291	1,636	15.9%
<i>Berthing</i>	29,376	17,136	12,240	58.3%	17,136	0	0.0%
<i>Parking</i>	308,719	176,500	132,219	57.2%	179,021	(2,520)	-1.4%
<i>Ground Rent (Leases)</i>	175,352	105,365	69,987	60.1%	103,841	1,525	1.5%
<b>Total Revenue</b>	<b>527,937</b>	<b>310,928</b>	<b>217,009</b>	<b>58.9%</b>	<b>310,288</b>	<b>640</b>	<b>0.2%</b>
<b>Expenditures:</b>							
<i>Admin. and Maint. Services</i>	38,367	18,066	20,301	47.1%	15,781	2,286	14.5%
<i>Travel/Training/Meetings</i>	1,200	0	1,200	0.0%	10	(10)	-100.0%
<i>Contractual Services</i>	21,219	11,198	10,021	52.8%	9,939	1,259	12.7%
<i>Engineering Services</i>	23,000	0	23,000	0.0%	0	0	0.0%
<i>Printing/Copying</i>	400	0	400	0.0%	0	0	0.0%
<i>Equipment Repair</i>	10,000	6,190	3,810	61.9%	4,460	1,730	38.8%
<i>Land/Pier/Building Repair</i>	200,000	66,383	133,617	33.2%	17,995	48,388	268.9%
<i>Insurance</i>	12,967	12,850	117	99.1%	12,600	250	2.0%
<i>Supplies</i>	13,500	1,677	11,823	12.4%	4,489	(2,812)	-62.6%
<i>Electricity</i>	15,000	4,612	10,388	30.7%	6,521	(1,909)	-29.3%
<i>Stormwater</i>	19,584	20,304	(720)	103.7%	19,584	720	3.7%
<i>Capital</i>	0	0	0	0.0%	0	0	0.0%
<i>Debt Service</i>	26,973	15,403	11,570	57.1%	18,783	(3,380)	-18.0%
<b>Total Expenditures</b>	<b>382,210</b>	<b>156,683</b>	<b>225,527</b>	<b>41.0%</b>	<b>110,161</b>	<b>46,522</b>	<b>42.2%</b>
<b>Net Revenues Over(Under) Expenditures</b>	<b>145,727</b>	<b>154,245</b>	<b>(8,518)</b>		<b>200,127</b>	<b>(45,882)</b>	<b>-22.9%</b>



# PORTLAND MAINE

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Agenda 4  
Facilities Update

## Public Buildings Administrative Offices 212 Canco Road Portland, Maine 04103 (207)808-5400

To: Portland Fish Pier Authority Board  
From: Dianne Gagnon, Facilities Project Manager  
Date: February 12, 2018  
RE: Facilities Update  
CC: Kathy Alves, Facilities Director

Please find below a listing of the monthly improvements to the Portland Fish Pier by the Facilities Department:

### Updates for December 2017 – January 2018:

- The Fish Exchange electrical upgrade is complete as of January 27<sup>th</sup>.
- The first phase of the ventilation system at the PFEX is scheduled to be installed Saturday, 2/10/18 in the locker room area. The second phase of the system will be installed in the breakroom.

### Updates for August - November 2017:

- A new 25yd self-contained compactor was installed at the Fish Exchange.
- Drainage issues in the parking lot at Bristol Seafood were addressed. A catch basin install along with grading and paving improved an ongoing drainage problem in the front parking lot.
- We will be installing a ventilation system at the PFEX in the locker room/common area.

### Updates for July 2017:

- Pavement striping has been completed in various areas of the facility. These are changes that were discussed at the Fish Pier Authority Meeting to help with parking issues.
- The first phase of the electrical upgrade for the Fish Exchange has been completed. The components are being designed and will be ready for install in November approximately.
- New composite camels have been installed. (4) at the Fish Pier and (2) at the Fish Exchange.
- We have placed an order for a new 25yd self-contained compactor for the Fish Exchange.

### Updates for June 2017:

- The majority of winter sand and spring cleanup was completed in May. Seabreeze will return to finish a few areas.
- We are getting quotes on pavement striping. Work tentatively scheduled for July/August.
- Bert and the electrician are working with CMP to coordinate the first phase of the electrical upgrade project.

**CITY OF PORTLAND  
MEMORANDUM**

**TO:** Nick Mavodones. President Portland Fish Pier Authority  
And Board Members

**FROM:** John Peverada, Parking Manager

**DATE:** February 7, 2018

**RE:** Fish Pier Front Lot Numbers, Procedures & Rates

As requested at the December Board Meeting, the following is a summary of the operations of the front parking lot. The Parking Division manages the 165 space Fish Pier front parking lot on behalf of Portland Fish Pier Authority.

The following is a list of the current monthly parkers in the lot with the number of monthly spaces and the rate charged.

<b>Fish Pier Monthly Accts.</b>	As Of Feb. 2018	
	TAGS	Rate
CORPORATE		
M.E.M.I.C.	57	\$100
Marine Trade Center	4	\$66.11
Gritty Mcduff's	5	\$100
Seafarer's Friend	1	\$100
Pierce Atwood Lease	70	\$80
Pierce Atwood Market	17	\$100
Compass Health	14	\$100
Ready Seafood	<u>20</u>	\$100
<b>TOTAL CORPORATE</b>	<b>188</b>	
Harvesters @ \$55	5	\$55
Individuals @ \$100	<u>13</u>	\$55
<b>TOTAL IND.</b>	<b>18</b>	
<b>GRAND TOTAL</b>	<b>206</b>	

**Monthly Corporate Accounts** are billed each month.

**Individual Monthly Parkers** purchase their monthly hang tags at the Spring St. parking garage.

Until recently monthly parking has been issued on a first come first served basis based on availability, however we have always been able to accommodate a harvester's request which has been one or two spaces. As reported at the December Board meeting, Baxter Academy vacated 20 monthly spaces. At that time we implemented a policy of whenever monthly spaces become

available to look to see if there is a waiting list and if so first offer spaces to harvesters, then marine related businesses and then any others.

After the December Board meeting Bill Needleman and the State advertised to the Harvesters that available monthly parking was available at \$55 per space. As of January 1<sup>st</sup> we only added two additional harvesters. The 20 available parking spaces were then offered to Ready Seafood, and they began leasing the spaces effective February 1st

**Daily parking:** Individuals may purchase daily parking either by going to the Spring St. garage, or over the phone by credit card payment.

The lot, and number of spaces sold, is monitored on a daily basis to insure that it is enforced properly and not over sold, negatively affecting our monthly parkers.

**Rates:**

The current monthly market rate is \$100 per space; however Harvesters are offers a reduced rate of \$55. For FY19 I suggest increasing the monthly rate from \$100 per month to \$110, leaving the Harvester's rate at \$55, with the understanding that in the future whenever the monthly rate goes up that the harvester's rate would be 50%. A \$10 per month increase in the monthly rate equates \$15,000 per year. I also suggest increasing the daily rate from \$8 per day to \$10 per day. Attached is a survey of some of the other downtown parking facilities.

**Garage Rates**

<b>Garage</b>	<b>November-17 Hourly Rate</b>	<b>November-17 Monthly Rate</b>	
By The Bay Parking Garage	\$1.75	\$110	
Casco Bay Garage	\$5.00	\$160	
Chestnut Street Garage	n/a	\$90	
Cumberland Co Courthouse Garage	\$2.50	\$140	
Custom House Square	\$5.00	\$155	
Elm Street Garage	\$2.00	\$120	
Fore Street Garage	\$6.00	\$170	Evening \$15 Max
Gateway Garage	\$5.00	\$145	
Midtown Parking Lot	\$2.00	\$120	
Monument Square Garage	\$2.00	\$120	
Ocean Gateway Garage	\$5.00	\$155	\$5 Mo. Rate increase Jan1st
One City Center Garage	\$3.00	\$125	
Public Market Garage	\$5.00	\$150	
Spring Street Garage	\$2.00	\$120	
Temple Street Garage	\$5.00	\$150	
Top of the Old Port Lot	\$3.00	\$105	





February 8, 2018

Mr. Nick Mavodones  
President of the Board of Directors of the Portland Fish Pier Authority  
City of Portland  
389 Congress Street  
Portland, Maine 04103

Dear Mr. Mavodones & Members of the Portland Fish Pier Authority Board of Directors,

In preparation for the February meeting, please find our request for agenda items relating to Lot 12 & our adjacent property located at 260 Commercial Street.

1. We are requesting a renewal of the existing Lot 12 land lease & all rights be granted an extension of 3 years; the current land lease expires in March 2018.
2. We are requesting support/approval for the addition (relocation off Commercial Street) of a loading dock for marine related deliveries/shipments to Browne Trading; a building permit for this project has been approved from the City & this should be the final step. CMP has given us approval on the location of the loading dock; the loading dock will be built entirely within the existing utility easement footprint on the rear of the building. All truck traffic flow remains the same as it is currently with existing rear dock location.
3. We are requesting that the City of Portland grant itself an easement from Lot 12A across Lot 12 in order to preserve & protect marine related access to the rear of Lot 11 & to the rear of Browne Trading. This item is a follow up approval to previous requests made to Greg Mitchell & I understood was to be reviewed by City Staff/PFA Executive Committee a few months ago. In our view, it is related to the new loading dock location as well as the rear access to Lot 11 since the trailers are now a permanent addition; we also believe that it is important to preserve access for the utility easement that is running behind Merrill's Wharf, Lot 11 & Lot 10.
4. If needed, an update on our Lot 12 building plans: Waterfront Maine has sent LOI to Freedom Fish via CBRE/Boulos for the construction & purchase of a ground floor condominium, I understand that we are awaiting bank/buyer approval. This is the key element of the entire deal. There is a solid tenant for lease of the entire 3rd floor of the new building; we are still actively marketing for a tenant or tenants on the 2nd floor, however, it should not impact the start of the project. Once the project receives all approvals, we will come back to the FPA to negotiate a longer term land deal for the site.

Sincerely,

Dan Jacques

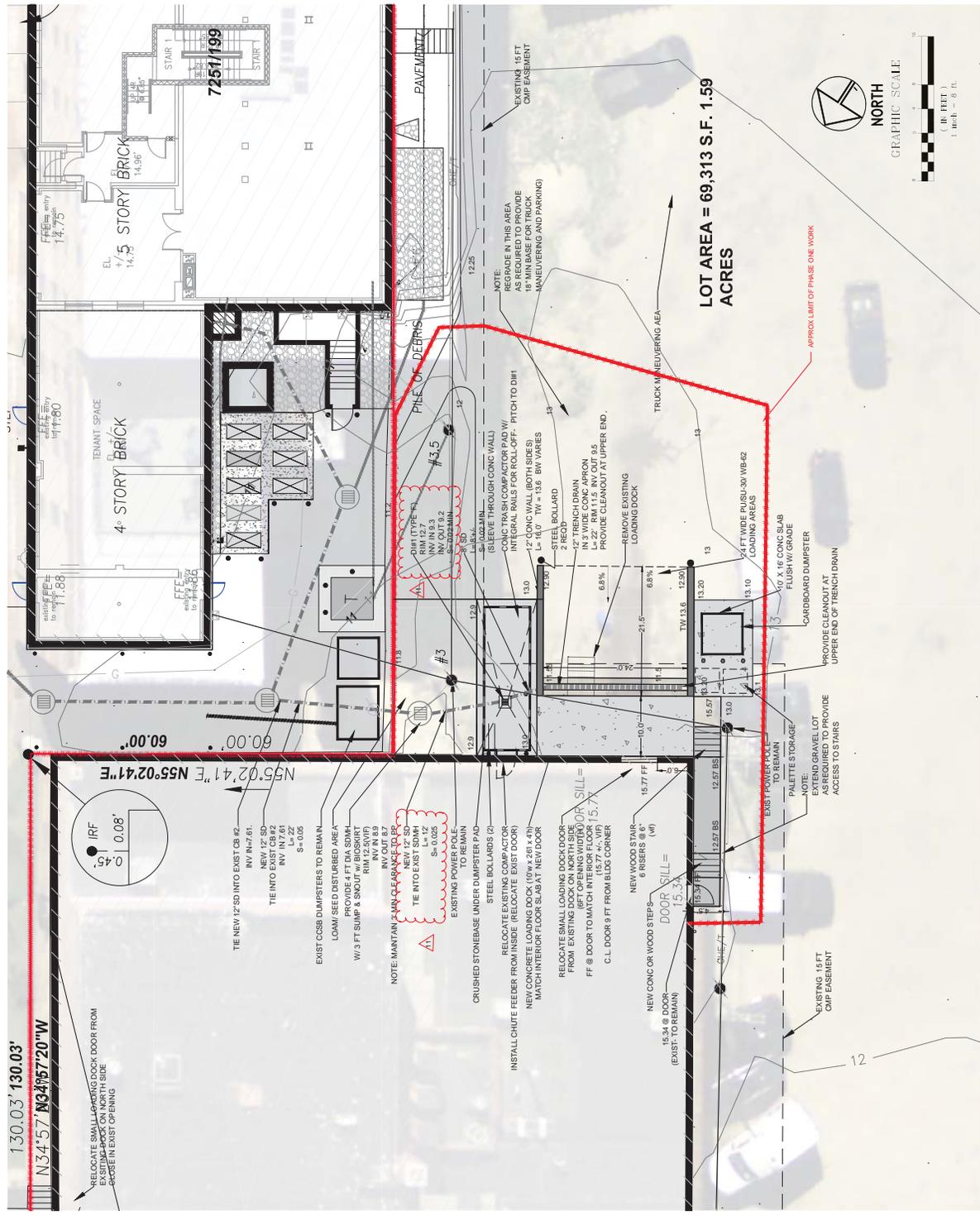
Waterfront Maine  
14 Maine Street  
Brunswick, Maine 04011

Brunswick, ME: 207-729-7970

New York, NY: 212-695-8090

# Agenda 6 Browne Trading Loading Dock

- PHASING NOTES**
- DEMOLISH EXISTING CONCRETE DOCK DOOR ON WEST SIDE OF BLDG
  - REMOVE WOOD DOCK ON SOUTH SIDE OF BLDG
  - CONSTRUCT NEW CONCRETE DOCK ON WEST SIDE OF BLDG
  - CONSTRUCT REINFORCED CONCRETE PANS FOR COMPACTOR AND DUMPSTERS
  - INSTALL CONC W/ REINFORCED CONCRETE PANS FOR COMPACTOR AND DUMPSTERS
  - REGRADE AND FINISH EXISTING GRADES IN PARKING LOT



**SITE PLAN NOTES, CITY OF PORTLAND**

- EXISTING BOUNDARY AND SITE CONDITIONS INFORMATION BASED ON SURVEY BY E.C. JORDAN, JUNE 28, 1986 AND 1973. PLAN BOUNDARY AND SITE CONDITIONS MAY VARY FROM THAT INDICATED.
- TOPOGRAPHY AND UTILITIES FROM A PLAN BY E.C. JORDAN 1973. AERIAL PHOTOGRAPHY SURVEY BY SEVELL CO. (DATA MMS-000)
- THE ENTIRE SITE SHALL BE DEVELOPED AND/OR MAINTAINED AS DEPICED ON THE SITE PLAN. APPROVAL OF THE PLANNING DEPARTMENT IS REQUIRED FOR ANY CHANGES TO THE SITE PLAN INCLUDING: TOPOGRAPHY, DRAINAGE, LANDSCAPING, RETENTION OF WOODS OR LAWN AREAS, ACCESS, SIZE, LOCATION, AND SURFACING OF PARKING AREAS, AND LOCATION AND SIZE OF BUILDINGS.
- ALL POWER LINES WITHIN THE PROPERTY SHALL BE UNDERGROUND (SEE E-61).
- SEWER MAINS AND CURBS SHALL BE DESIGNED AND BUILT WITH 12" DOWN MAINS AT ALL STREET CORNERS, CROSSEWALKS, AND INTERSECTIONS. ALL OTHER POWER LINES SHALL BE UNDERGROUND (SEE ABOVE).
- ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH THE EROSION AND SEDIMENT CONTROL HANDBOOK FOR CONSTRUCTION BEST MANAGEMENT PRACTICES, PUBLISHED BY THE COMBINED FEDERAL AND STATE OF MAINE DEPARTMENT OF CONSERVATION AND RECREATION, AND APPROVED BY THE MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION. (NOTE: THE SITE PLAN SHOULD INDICATE THE EROSION CONTROL DRAINAGE TO BE EMPLOYED (SILT TRAP, HYDRAULIC BASIN, ETC.) AS WELL AS THEIR LOCATION).
- ALL EROSION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO ANY SITE EXCAVATION OR DISTURBANCE.
- ALL DISTURBED AREAS ON THE SITE NOT COVERED BY BUILDINGS OR PAVED AREAS SHALL BE RESTORED TO ORIGINAL OR BETTER CONDITION. RESTORATION SHALL BE IN ACCORDANCE WITH MAINE REGULATION 10A-CFR-101.001. RESTORATION SHALL BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH THE EROSION AND SEDIMENT CONTROL HANDBOOK FOR CONSTRUCTION BEST MANAGEMENT PRACTICES, PUBLISHED BY THE COMBINED FEDERAL AND STATE OF MAINE DEPARTMENT OF CONSERVATION AND RECREATION, AND APPROVED BY THE MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION. (NOTE: THE SITE PLAN SHOULD INDICATE THE EROSION CONTROL DRAINAGE TO BE EMPLOYED (SILT TRAP, HYDRAULIC BASIN, ETC.) AS WELL AS THEIR LOCATION).
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF PORTLAND AND THE MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF PORTLAND AND THE MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION.

FOR OWNER REVIEW AND PE NOT FOR CONSTRUCTION

**LOT AREA = 69,313 S.F. 1.59 ACRES**



REV #	DATE	DESCRIPTION
1	03/11/23	ISSUE FOR PRELIM PHASING
2	04/19/23	ISSUE FOR OWNER REVIEW
3	04/25/23	ISSUE FOR OWNER REVIEW
4	07/21/23	REVISE DOCK DOOR LOCATION
5	07/21/23	REVISE DOCK DOOR LOCATION
6	08/03/23	REVISE DOCK DOOR DRAINAGE PIPING
7	08/27/23	REVISE COMPACTOR PAD
8	09/05/23	SUBMIT TO CITY
9	09/05/23	SUBMIT TO CITY FOR IAA
10	09/20/23	SUBMIT TO CITY FOR IAA
11	10/03/23	REVISE PER DPW COMMENTS
12	10/13/23	FINAL REVISIONS PER DPW COMMENTS

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**Site Improvements To:**  
**BROWNE TRADING CO.**  
Merrill's Wharf, Portland, Maine