



August 15, 2013

(Via Email)

JN 12.043

Matthew Sturgis, Chairman
Gray Town Council
Henry Pennell Municipal Complex
24 Main Street
Gray, Maine 04039

**Monument Square Master Plan Study
Update to the Town Council**

Dear Counselor Sturgis:

On behalf of the Liberty Family Foundation and in partnership with the Town of Gray, we are pleased to have the opportunity to present an update to the Monument Square Master Plan Study at the August 20th meeting.

The purpose of this presentation will be to provide the Council with the current site program, potential project estimated costs and budget, the proposed phasing and solicit any feedback on the master plan from the Council. I have provided herein a summary of the key provisions of the study as well as an overview of the background for the Council's review.

1. Background:

The Liberty Family Foundation (LFF) together with the Town of Gray initiated a Letter of Agreement (LOA) for the implementation of a Master Development Plan for the Monument Square Block with the goal of revitalizing the block in Gray Village which at its core includes the former Town Hall, Post Office and Stimson Hall properties. The Town had for the previous year and a half been engaged in a public participation process to solicit ideas for re-development of the Monument Square Block properties. The initiative for re-development recognized that a successful development plan required the cooperation and involvement of a number of adjacent property owners - the "Stakeholders". The LOA was signed on or about May, 2012 by the property owners as Stakeholders, the Town and including the MSAD-15 School District.

A mission statement for the group process was proposed and agreed upon at the first stakeholder meeting as follows:

Mission Statement:

To advance the economic and cultural vitality of Gray Village through the study of a master planned development of the former Town of Gray properties (Town Hall/Post Office/Stimson Hall) and adjoining public and private stakeholder properties "The Monument Square Block".

The LFF has retained a design team of professionals to initiate and assist in the master planning process. The process of meeting with stakeholders both in group meetings and individually, performing due diligence and developing master plan concepts was initiated and a series of stakeholder meetings commenced in October, 2012. At this time additional key property owners located adjacent to or near the study area were invited who were not within the initial stakeholder LOA group. The master plan has been refined and supporting engineering analysis performed since then to get to the current “Option D” Master Plan, (Figures 1 and 2). (Figure 2 is an aerial overlay of the Master Plan to help “register” where the various improvements will be a compared with existing site features.) This plan incorporates the consensus of the stakeholder group goals yet requires some minor refinement to gain 100% consensus of a few of the stakeholders.

The final draft master plan and proposed accompanying zoning are anticipated to be ready for review by the Council, Planning Board and the public for final adoption this fall.

2. Funding of the Master Plan Process:

The Liberty Family Foundation has generously underwritten all of the planning and engineering costs for the Monument Square Master Plan project. The design team has worked closely with Town staff in a collaborative approach. The energy and assistance of staff has been an invaluable asset to the design team.

3. Master Plan Development Program Summary:

The Master Plan Option D/D1 is the current plan concept being considered. The plan incorporates the following development program, more specifically defined in terms of building square foot and parking potential on Figure 3 – Development Program Summary. Refer also to Figure 4 for Parking and Wastewater Generator Tables based on the proposed development program.

(Item Letters below correspond to Figure 3 and Master Plan Figure 1.)

Douglas Field - Little League Field – Re-orientation and construction of a new high-caliber Little League (12 and under) field including fencing, screening, bleachers, dugouts, possible night lighting system, irrigation, two level press-box and concession building, restrooms (connected to common septic system), landscaping, and shifting of the existing player-pitch field which is impacted by the proposed field shift. The new field is located to the north east of the current Douglas Field. The field complex becomes both a visual connection and an activity center for the village area.

The field location would require acquisition of an approximately 0.30 acre parcel from the adjacent lot (Map 35 Parcel 402-57 –Vachon/Beck) located on Main Street. Discussions with the owners of that lot have been favorable but reserved due to concerns over the current noise and use of Douglas Field. The LFF is willing to purchase the land and provide for significant screening, netting to mitigate errant foul balls or plantings. However the owners have just recently become more reluctant to offer the land for ball field use which would require shifting the entire ball field towards the parking and orienting center field towards Russell School if their property cannot be used. The design team will continue to work with the owners to try to find a

workable compromise. This shift would certainly compromise the quality of the overall plan and make the ballpark and parking “tight”.

- A. **SAD 15** – Improved and separated bus access, increased parking, providing a safer pedestrian linkage from Shaker Road to Russell School, maintaining grass play and recreation areas, over the proposed ball fields, opportunity for future new Central Office to replace the dated structure currently in use, allowance for shifting a new Douglas Field partially onto SAD-15 property and allowance for moving the player-pitch field.
- B. **10 Shaker Road (Marion Property)** – Potential for addition to existing commercial/residential apartment building – increase shown of 1,625 s.f. of building area. Expansion would provide for shared parking within new central parking area, new access from project access drive to parking at rear, and easement over that lot. Increased septic capacity to be provided with common subsurface wastewater disposal system (septic system) located under parking and in common grass areas.
- C. **Town Property** – Potential for 12,000 s.f. (two story) mixed use, professional office, retail or other use building. All parking to be in the rear in main parking lot. Pedestrian sidewalk linkages and green space provisions to enhance Shaker Road streetscape. Connect to common septic system.
- D. **Stimson Hall** – Create a green space connection to the Monument and gateway into the central core of the project site. Opportunity for re-development of Stimson as cultural, community enrichment or performing arts facility or similar use. Remove access drive from Shaker Road and use shared central parking lot in rear. Maintain a combined fire access/sidewalk along southerly end of lot.
- E. **Plaza** – provides for desired second floor additional 6 apartments and commercial office space. Currently any site expansion is limited by parking. Use of shared parking in rear provides for expansion potential. The site has a current septic system sized to support the expansion.

Note: Initial discussions with the owners of the Plaza were favorable towards creating a new shared access with the Manchester Realty property to the east, closing off several of the curb cuts, redesigning the parking layout and circulation and providing for streetscape landscaping within the MDOT Route 100 (Main Street) right of way. It is critical to the owners that no parking be lost in the front parking lot and due to past experience and mis-use parking spaces by patrons of other businesses, they simply cannot consider revised parking and a shared access corridor (to the ballfield and parking lot) without risk of losing those spaces to patrons of other businesses again. The design team has presented several parking and access options and will work on a new concept to attempt to meet the owner’s goals.

However, the current position is that they will not provide a new 24-foot shared two-way access as originally planned to access the rear ballfield and parking facility from Main Street but will continue to allow use informally with a reluctance also to change the current parking layout. The design team is working to find a compromise position on this important access issue. The formal access to the ballfield facility and central parking lot will continue to be from Shaker Road

- F. **Manchester Agency Commercial Building(s):** - Notwithstanding the new position on item E above, this property is shown with a proposed second floor commercial office addition to the rear office building adding 1,250 s.f. If an agreement with the Plaza cannot be reached the 24 foot shared access drive and increased parking opportunity from a more efficient use of that lot parking, the Manchester Agency lot will have to revert to existing conditions and driveway with separating fence to the Plaza. Shared parking in the central parking lot could be used to increase parking capacity however.
- G. **Advance Realty II Parcel** – Potential for senior housing, congregate care facility or any other commercial or residential medium density use. The scenario presented is considered a “maximum build-out” concept at 60 congregate living units (3-story building) on roughly one-half the lot or 4+/- acres. It is likely that a lesser intensity use would be more in keeping with the site. Allowances for parking meeting typical standards, stormwater and septic have been provided for.
- H. **Advance Realty II Parcel** – Potential for second half of the site to be occupied by a 16,000 s.f. single level medical office building or similar use. Parking, septic and stormwater facilities have been provided for.
- I/J. **Beck/Vachon and Dow Parcels, Main Street** – Plan and zoning will allow for increased density of use on these lots with any parking needs being met on the lots due to the distance to the central parking facility. Opportunities for septic expansion, if required, and if not available on the lots could be connected through a force main to the common septic system.

Other Program Amenities:

- Interconnected pedestrian and bicycle path linkages.
- Common clustered septic system with appropriate use and maintenance easements.
- Improved streetscapes on Main Street and Shaker Road
- The opportunity to link to the Hancock Block and the rest of the central village with parking and improved pedestrian access

4. Phasing:

Figure 5 –Phasing Plan provides a suggested construction implementation plan for the development. The initial phase (Phase 1A) would remove the former Town Hall and Post Office, loam and seed that area as a temporary pocket park space and construct the new main access into the proposed parking area –creating a usable access and more importantly visual interest and curb appeal for prospective developers interested in the Town lot development. It would be appropriate to place a temporary or permanent sign in this phase as well.

The ball park would commence as Phase 1B in the first season (2014) and we have suggested phasing the parking lot as a gravel lot with drainage installed initially and in the second year (Phase 2) completing paving, walks, curbing, lighting, etc. or as development of the Town lot occurs.

Subsequent Phase 3 and 4 as shown on Figure 5 would follow.

Phasing and installation of the common septic system is an item which needs further discussion as a portion of the system would be located under proposed parking warranting installation up-front increasing capital costs with monies returned as users connect through a user-agreement.

5. Cost Projections:

Figure 6 –Opinions of Probable Cost provides preliminary cost projections for each phase of the project. The opinions of cost should be used for preliminary budgeting as no formal surveys or engineering have been performed. Contingencies and engineering & permitting allowances have been added to reflect the preliminary nature of the base information used. It should be understood that these costs do not include individual lot surveys or legal costs to assign easements, etc. Additional phases labeled as “Stakeholder Properties – Future Development” on the Phasing Plan are not included in the opinions of cost. The summary of cost projections are:

Phase 1A :	New Access and Building Removals	\$ 76,323
Phase 1B:	Ballpark, Septic and Gravel Lot/Drainage	\$847,605
Phase 2:	Parking Lot Paving, curbs, walks, lighting	\$185,441
Phase 3:	Rear Plaza Parking & Streetscape Improvements	\$ 75,275
Phase 4:	Stimson Hall Site Improvements	\$ 65,415
Total:		\$1,250,059

6. Project Financing Options:

The Liberty Family Foundation has pledged up to \$1,000,000 for the project including soft and hard costs. Rick Liberty will address the Council in further detail on funding and at the August 20th meeting.

It would be expected that additional cost sharing to meet the anticipated project budget might come from the following sources:

- A. Development of Town Parcel – Developer reimbursement to Town or LFF for pro-rata number of parking spaces developed in advance of that lot development. Create performance standards requiring streetscape improvements for Shaker Road or Main Street Lots by developers.
- B. Reimbursement through user fees to any excess septic system capacity installed in the early phases for eventual future build-out.
- C. Town – Construct Phase 1A access and lot removals on Town Lot.
- D. Town – Consider a TIF for the project development area.
- E. Town - Research Rural Water Association, EPA or other grant opportunities for community wastewater system.
- F. Town – Application for CDBG funding for Main Street, Shaker Road Access or other eligible improvements
- G. Town – Developer impact fees.

- H. Town – Provide labor/equipment in-kind for portions of the construction and/or support for legal counsel fees for final Master Plan review, easement documents, etc.

We look to the Council for guidance on alternative financing options.

7. Zoning Standards:

Proposed zoning standards are currently in development and will include reduced setbacks, increased development densities, variable mixed uses permitted, design standards and allowance for shared parking where capacity can be demonstrated. The project area is currently in the Village Center and Village Center Proper Districts.

8. Easements and Legal:

The design team has prepared a draft easement plan which provides for cross easements for parking, access, utilities, wastewater disposal and pedestrian access which we will present at the August 20th meeting to gain a general understanding of the legal mechanisms which will have to be incorporated into the final Master Plan Letter of Agreement with all of the Stakeholders.

We trust that this submission provides a thorough update on the project. We look forward to discussing the project in further detail with a focus on cost and funding options at the meeting of August 20th.



Frederic (Rick) Licht, PE, LSE
Principal

Encl: (Plans are reduced copies)
Figure 1 – Master Plan Option D
Figure 2 – Master Plan Option D with Aerial
Figure 3 – Building and Parking Summary
Figure 4 - Parking and Wastewater Generator Table
Figure 5- Phasing Plan
Figure 6 –Opinion of Probable Costs

Cc: (via PDF copy)
Rick Liberty, LFF
Pat Carroll, Carroll Associates
Steve Blais, Blais Civil Engineers
Beth Humphrey, Town of Gray



PARKING:
VILLAGE CENTER
NORTH PARCEL
= 221 SPACES
= 148

POTENTIAL FUTURE
SUPERINTENDENT'S
BUILDING AND PARKING

SHARED USE PARKING

EXPANSION 'B'

MAIN ENTRY

POCKET PARK

OFFICE /
RETAIL 'C'

STIMSON
HALL

SHAKER ROAD

MAIN STREET

PRESS BOX / CONCESSION
(2 STORY) & BLEACHERS

MANCHESTER REALTY
(OFFICE) 'F'

RESTROOMS
WITH UPSTAIRS
EQUIPMENT STORAGE

PEDESTRIAN CONNECTION
TO SCHOOL

STORMWATER
TREATMENT AREA

SENIOR HOUSING
60 DU 'G'

STORMWATER
TREATMENT AREA

MEDICAL OFFICE 'H'
16,000 SF

PROJECT MANAGER:



ENGINEER:



LANDSCAPE ARCHITECT:



35 TRIN O'CONNOR, GRAY, ME 04039 (207) 745-4924

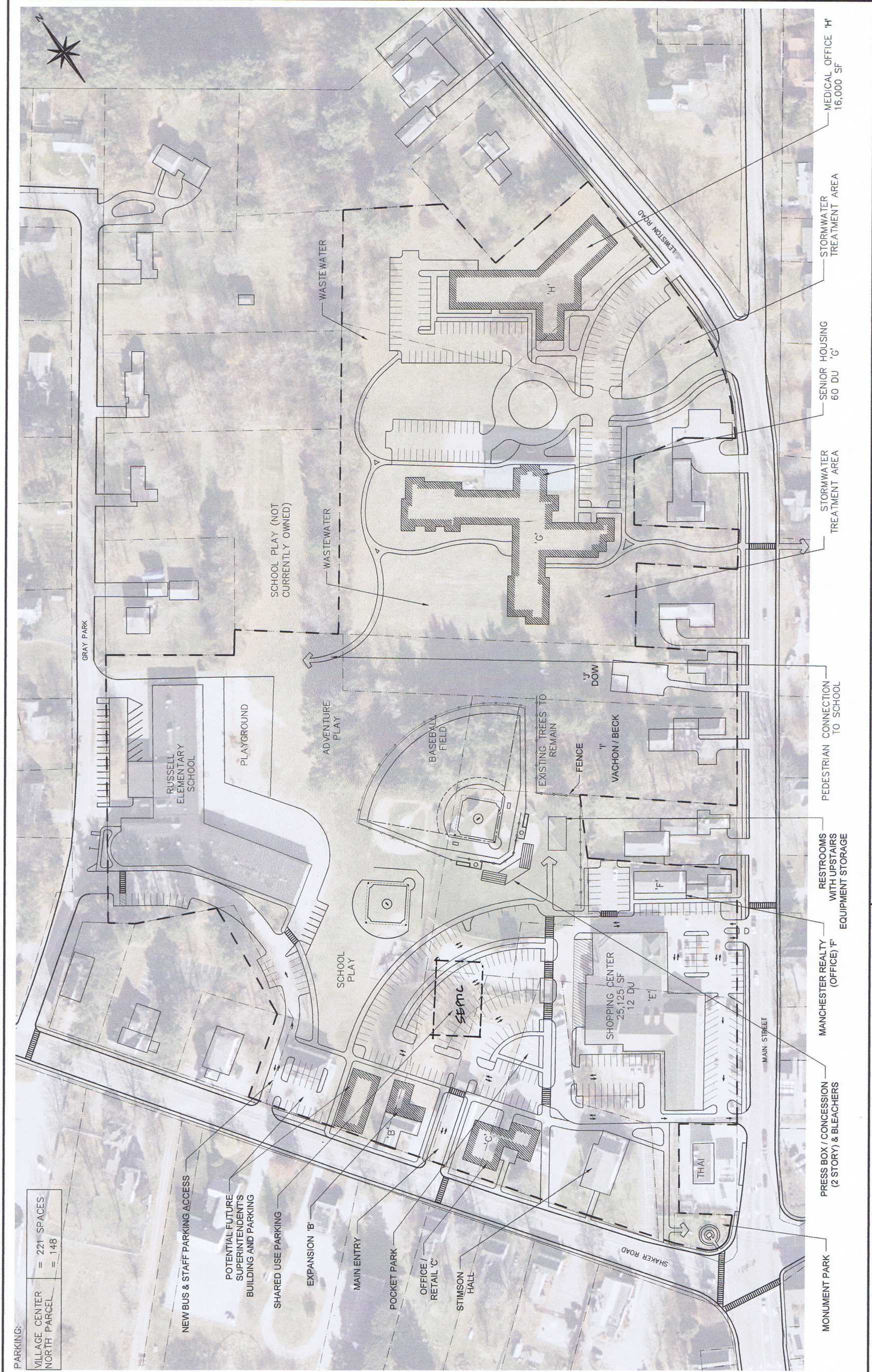
780 BROADWAY, SO. PORTLAND, ME 04105 (207) 797-7200

217 COMMERCIAL STREET - FORTLAND, ME 04103 T. 207.772.1152 F. 207.772.0712

MONUMENT SQUARE - GRAY, MAINE

GRAPHIC SCALE
0' 10' 20' 30'

MARCH 2013



PARKING:

VILLAGE CENTER NORTH PARCEL	= 221 SPACES
	= 148

PROJECT MANAGER:



35 FRANK CIRCLE, GRAY, ME 04039 (207) 748-4824

ENGINEER:



780 BROADWAY, 50, PORTLAND, ME 04106 (207) 767-7300

LANDSCAPE ARCHITECT:



217 COMMERCIAL STREET - PORTLAND, ME 04101 T. 207.772.1552 F. 207.772.0712

GRAPHIC SCALE



MONUMENT SQUARE - GRAY, MAINE

MARCH 2013



FIGURE 3
MONUMENT SQUARE STUDY – PLAN OPTION “D”
OVERALL BUILDING AND PARKING PROGRAM SUMMARY

(Buildings are labeled counter-clockwise as referenced on the *Figure 1* Master Plan from the RSU Admin Bldg on Shaker Road):

Village Parcel – The eastern or core area of the Monument Square Block and properties along Main Street.

East Parcel- Advance Realty II property located with access from Main Street/Lewiston Road – approx. 7-8 acres located at 33 Main Street (3 combined parcels).

Building	Use	Existing GSF	Proposed GSF	Parking Reqmt	Parking Demand
Village Area					
A	Office	2,275 SF	6,000 SF	4.5/ 1000 SF	27
B	Office/ Retail	1,525 SF`	3,200 SF	4.25/ 1000 SF	14
C	Office/ Retail	0 SF	12,000 SF	4.25/ 1000 SF	51
D	Cultural	3,150 SF	5,850 SF	1/3 Seats	66 (shared use)
E	Retail	23,125 SF	23,125 SF	4.0/1000 sf	92
	Residential	6-1BR Apts	12-1BR Apts	1.5/ 1BR	18
F	Office	3,250 SF	4,500 SF	4.5/ 1000 SF	21
G	Ballfield				40 (shared use)
				Total	223 w/o Shared Use
				Total Shown on Plan	268
East Parcel					
G	Senior Housing	0 DU	60 Apts	0.6/ DU	36
H	Medical OB	0 SF	16,000 SF	5.5/ 1000 SF	88
			Total		124
			Total Shown on Plan		150
TOTAL PARKING ON PLAN					418

Monument Square - Gray, Maine

Master Plan

OPTION D - Site Use Calculator

BCE:12144

Date:1/15/2013

Input data here for other calcs

Red Text

Estimated Data

1,000

Italic font = Ordinance, Guideline, etc...

500

Building Footprint SF

Primary Use

Secondary Use

Property Description					Parking Analysis					Septic						
Lot #	Acres	Property	Total Use SF	Description of Use	Parking Rate	Descrip. Of Units	Number of Units	Total Required Parking	2012 Parking	Description of Use	Wastewater Rates	Descrip. of User or Unit	Number of Units	Total Design Flow	HHE-200 Flow	Notes
					(spaces per unit of use)			(per ordinance)		(same as Col. E)	(gpd)					
402-47	5.9	14 Shaker Road	6,000	Office	4.5	1000 SF, Gross Floor Area (GFA)	6,000 SF	27	14	Office	15 gpd, per employee	24 employees	360 gpd	150 gpd	Assumes 250 SF per employee	
		Superintendent's Office												50 gpd*	*For "meeting hall"	
		Elementary School	33,000	School	NO CHANGE ANTICIPATED				NO CHANGE ANTICIPATED							
402-47-1	1.1	Douglas Field	4,440	Baseball Field	40.0	1 Each, Field	1 Field	40		Baseball Field	10 gpd, per attendee	100 Attendee	1045 gpd		Reflects WW Rate for Park/Picnic Area with public rest rooms and showers	
										15 gpd, per employee	3 Employee					
				Concession Stand	Parking factored into Ball Field						Eating Place, Takeout	100 gpd	1 unit	100 gpd		Used 100 gpd because greater than 1 gpd per meal served plus 15 gpd/employee
402-48	0.5	10 Shaker Road	3,200	Retail	4	1000 SF, GFA	3,200 SF	13	10	Retail	100 gpd, per chair	2 Chairs	200 gpd	423 gpd	* 1989 HHE-200 permit shows 3 x 1-bedroom apartments and 1 office for 3 employees	
				Residential/Apartment	2	1 Each, Dwelling Unit	3 Dwelling Unit	6		Residential/Apartment	120 gpd, per 1 bedroom unit	3 Units	360 gpd			
402-49	0.6	Retail / Office	7,000	Retail, 1st Fl	4	1000 SF, GFA	7,000 SF	28	47	Retail, 1st Fl	400 per water closet	5 Water Closet	2420 gpd			
										15 gpd, per employee	28 Employees					
			5,000	Office, 2nd Fl	5	1000 SF, GFA	5,000 SF	23		Office, 2nd Fl	15 gpd, per employee	20 Employees	300 gpd	225 gpd	Assumes 250 SF per employee	
402-50	1.11	Stimson Hall	2,940	Convention Space / Assembly Area	1	3 Each, Person of Permitted Capacity	200 Capacity	67		Convention Space / Assembly Area	2 gpd per seat	200 Seats	400 gpd		Assumes reuse as convention space / assembly area.	
402-52	0.25	Thai Restaurant	2,500	Restaurant	1	3 Seats	20 Seats	7	10	Restaurant	20 gpd, per seat	20 Seats	460 gpd	448 gpd	2009 CMR 241 = 15 gpd/employee; 2012 HHE = 12 gpd/employee	
										15 gpd, per employee	4 Employees					
402-53	1.2	13-15 Main Street	23,125	Shopping Center	4	1000 SF, GFA	23,125 SF	93	52	Shopping Center	400 per water closet	5 Water Closet	2375 gpd	1471 gpd		
										15 gpd, per employee	25 Employees					
		Apartments		Residential, Multi Family	1.5	1 1-Bedroom Unit	12 Units	18			120 gpd, per 1 bedroom unit	12 Units	1440 gpd			
402-55	0.34	19 Main St	3,250	Office, 1st Fl	4.5	1000 SF, GFA	3,250 SF	15	15	Office, 1st Fl	15 gpd, per employee	13 Employees	270 gpd	394 gpd	Assumes 250 SF per employee	
		Cathy Manchester Realty	1,250	Office, 2nd Fl	5	1000 SF, GFA	1,250 SF	6		Office, 2nd Fl	15 gpd, per employee	5 Employees				
402-56	0.5	21 Main St	2,100	Residential, Multi Family	2	1 Each, 2-Bedroom Unit	2 Units	4		Residential, Multi Family	180 gpd, per 2-bedroom unit	2 Units	480 gpd	480 gpd	*Assumes 2 x 2 bedroom units and 1 x 1 bedroom unit	
					1.5	1 Each, 1-Bedroom Unit	1 Units	2			120 gpd, per 1 bedroom unit	1 Units			Assumed 2,100 SF for house only - barn not included	

Monument Square - Gray, Maine

Master Plan

OPTION D - Site Use Calculator

BCE:12144

Date:1/15/2013

Input data here for other calcs

Red Text

Estimated Data

1,000

Italic font = Ordinance, Guideline, etc...

500

Building Footprint SF

Primary Use

Secondary Use

Property Description					Parking Analysis					Septic						
Lot #	Acres	Property	Total Use SF	Description of Use	Parking Rate	Descrp. Of Units	Number of Units	Total Required Parking	2012 Parking	Description of Use	Wastewater Rates	Descrp. of User or Unit	Number of Units	Total Design Flow	HHE-200 Flow	Notes
					(spaces per unit of use)			(per ordinance)		(same as Col. E)	(gpd)					
402-57	1.2	23 Main St Elizabeth Beck	2,500	Residential, Single Family	2	Each, Dwelling Unit	1	Dwelling Unit	2	Residential, Single Family	90 gpd, per bedroom	5	Bedrooms	450 gpd	450 gpd	
402-58		25 Main St Clifford Dow	1,300	Residential, Single Family	2	Each, Dwelling Unit	1	Dwelling Unit	2	Residential, Single Family	90 gpd, per bedroom	4	Bedrooms	360 gpd	360 gpd	
402-59		25 Main St Clifford Dow	2,100	Residential, Single Family	2	Each, Dwelling Unit	1	Dwelling Unit	2	Residential, Single Family	90 gpd, per bedroom	4	Bedrooms	360 gpd	360 gpd	
403-26	0.75	31 Main Street		Residential, Multi Family	2	Each, 2-Bedroom Unit	2	2-Bedroom Units	4	Residential, Multi Family	180 gpd, per 2-bedroom unit	2	Units	480 gpd	480 gpd	*Assumes 2 x 2 bedroom units and 1 x 1 bedroom unit
					1.5	Each, 1-Bedroom Unit	1	1-Bedroom Units	2		120 gpd, per 1 bedroom unit	1	Units			
403-27		33 Main Street	16,000	Medical Office Building	5.5	1000 SF, GFA	16,000 SF	88		Medical Office Building	80 gpd, per medical staff	25	medical staff	3,625 gpd		Assumes 15,500 SF of 1st floor and 15,500 SF of 2nd floor.
		"Advance Realty II"									5 gpd, per patient	25	patients			
											15 gpd, per office employee	100	employees			
403-28				Residential, Senior Housing (independent)	0.6	Dwelling Unit	60	Dwelling Units	36	Residential, Senior Housing (independent)	120 gpd, per 1-bedroom unit	60	Units	7,200 gpd	480 gpd	Assumes 60 x 2-bedroom units with 2,600 sf on each floor (total of 5,200 SF per building)
403-29																
					<div>Shaker Rd / Main St Totals268334158</div> <div>Advanced Realty Parcel Total1501240</div> <div>Project Parking Totals418458158</div>					<div>Shaker Rd / Main St Totals11,860 gpd5,291 gpd</div> <div>Advanced Realty Parcel Total10,825 gpd480 gpd</div> <div>Project Septic Totals22,685 gpd5,771 gpd</div>						

*Per Carroll Associates Jan. 15 trace for "Option D"

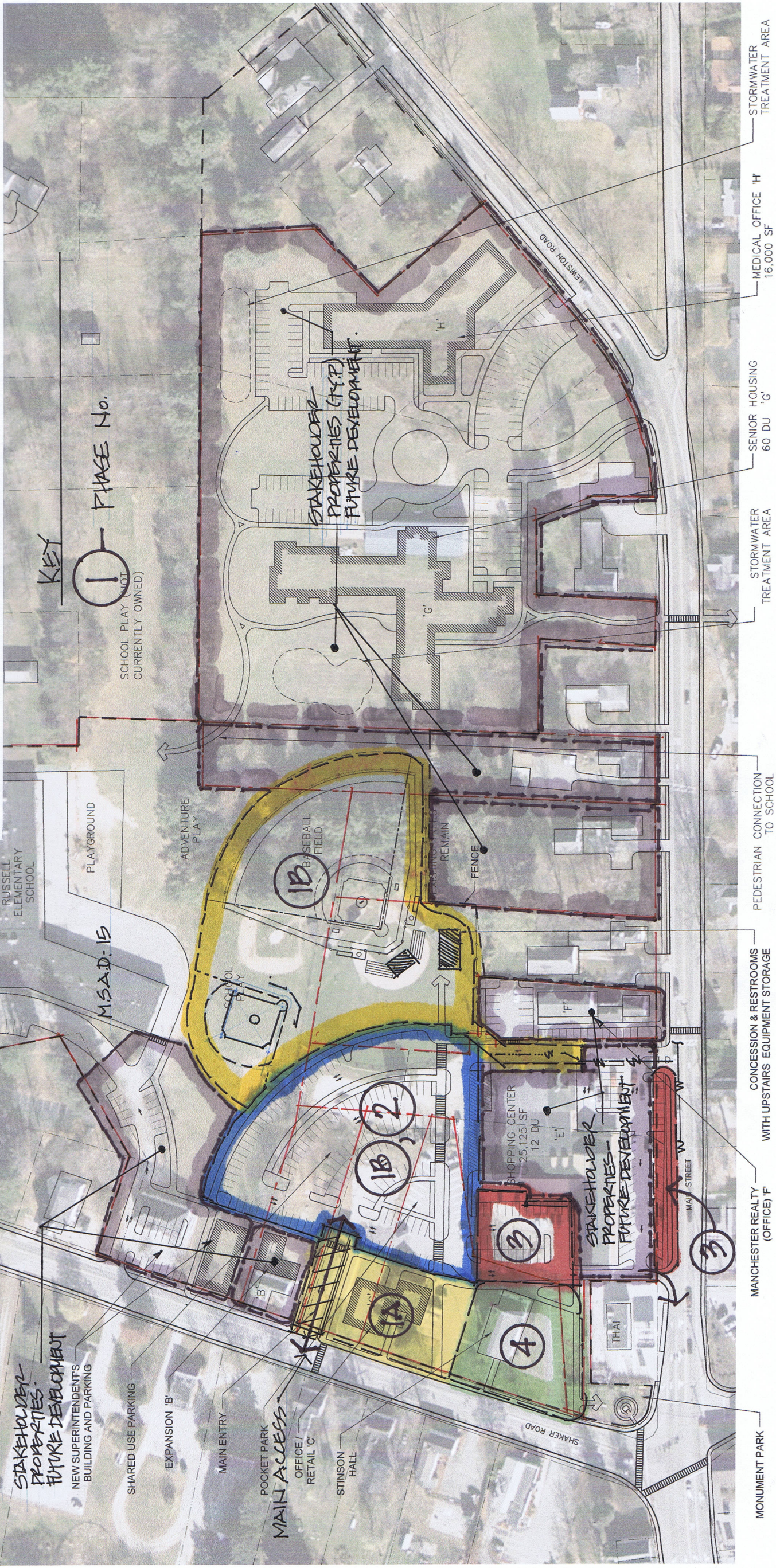
**Does not factor in shared parking

PARKING:	
FIELD / SHOPPING CENTER	= 246 SPACES
SENIOR HOUSING / MEDICAL OFFICE	= 148

PRELIMINARY PHASING PLAN

AUGUST, 2013

NOTE: ADJUSTMENTS TO THE PLAN LAYOUT MAY BE REQUIRED TO SATISFY STAKEHOLDER REQUESTS. PLAN IS INTENDED TO BE USED WITH THE ACCOMPANYING PROJECT OPINION OF COSTS AS A GENERAL PHASING PLAN.



PROJECT MANAGER:



35 FRAN CIRCLE, GRAY, ME 04039 (207) 749-4924

ENGINEER:



780 BROADWAY, SO. PORTLAND, ME 04101 (207) 757-7300

LANDSCAPE ARCHITECT:



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GRAPHIC SCALE



MONUMENT SQUARE - GRAY, MAINE

MARCH 2013

(Refer to Phasing Plan for Specific Phase Areas)

[illegible]