



**Memorandum**  
**Department of Planning and Development**  
**Planning Division**

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**TO:** Councilor Leeman and members of the Community Development Committee  
**FR:** Carrie M. Marsh, Urban Designer, City of Portland, Planning Division  
**DT:** April 1, 2008  
**RE:** Amendments to the *DRAFT* Request for Proposals for the Adams School Site

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A public hearing was held on March 6, 2008 to collect public input on the *DRAFT* Request for Proposals for the sale and reuse of the former Adams School Site.

Councilor Donoghue proposed amendments to the draft, which are contained in the redlined document which is attached. The other attachments to this memo are as follows:

- *DRAFT* Request for Proposals for the sale and reuse of the former Adams School Site
- Notes from the Community Meeting regarding the Adams School Site on March 6, 2008
- Munjoy Hill Observer article dated March 6, 2008, read at the meeting on March 6, 2008
- Email from Councilor Kevin Donoghue dated November 5, 2007

The proposed amendments are as follows:

**I. Design Considerations - page 3**

A. A previous requirement that Beckett Street be reconnected through the site has been removed.

**Permeability.** Design shall be permeable or porous. View corridors are encouraged. A public walkway shall be provided along the north-south axis of the site. Year round accessibility is required.

B. A requirement has been added that a portion or the entirety of the building must be adaptively reused. This eliminates the choice previously given to the developer to remove the building.

**Existing Building.** A portion or the entirety of the existing Adams School building must be adaptively reused. The quality of the adaptive reuse is one criterion for selection.

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**II. Housing Uses – page 4**

A. Language has been added to define the mix of units, and to define “affordable”.

**Mixed Income and Affordability.** The project shall include housing that serves a mix of income levels. It is encouraged that no less than 25% and no more than 75% of units will be "affordable" as defined by various public subsidies, and no less than 25% and no more than 75% of the units will be "market rate". Very generally speaking, most public subsidies are designed to create units for households that should not have to spend more than 30-32% of their gross family income for housing expenses. Affordability is determined by the household income levels to which the housing is targeted, typically households earning less than eighty percent (80%) of median income as defined by the U.S. Department of Housing & Urban Development for the Portland MSA, adjusted for household size.

**Deleted:** A mixed income development shall be provided, with the maximum number of affordable units that are feasible. Note that “affordability” is not necessarily defined by federal standards, but is open to creative interpretation and may be provided through mechanisms such as quality of finish materials or smaller unit sizes.

B. Language has been added to ensure that affordable units are not distinguishable from market rate units by the exterior, or by the energy efficiency of the unit.

Affordable units may differ from market units with regard to interior amenities and gross floor area provided that: 1.) These differences, excluding differences related to size differentials, are not apparent in the general exterior appearance of the project's units; and 2.) These differences do not include insulation, windows, heating systems, and other improvements related to the energy efficiency of the project's units.

**Deleted:** From the outside of the units, there should be no distinguishable difference between unit values.

C. Language has been added to define the desired mix of ownership and rental units. Staff does not claim expertise in financing, but the requirement of a mix of rental and ownership units in one project may pose a challenge to financing and may require further input and consideration.

**Ownership.** It is encouraged that the project include housing in which no less than 25% and no more than 75% of units will be units offered for sale for ownership, as co-housing, cooperative, condominium, limited equity or other ownership structure and no less than 25% and no more than 75% of units will be offered as rental units.

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D. Language has been modified to encourage a mix of unit sizes.

**Mix of unit sizes.** It is encouraged that units be the following mix to accommodate families and singles:

- 50% larger units (3-4 bedrooms) to serve family or blended family housing.
- 25% smaller units (studios and 1 bedroom) suitable for single young people or seniors.
- 25% to be decided by the developer.

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**III. Public Uses – pages 4-5**

A. Language has been added requiring that indoor public space shall be provided. If cohousing is developed, the space may be reserved for the cohousing community, not the public.

**Indoor Public Space.** Indoor public space that serves the needs of the Munjoy Hill community shall be provided, such as a community center, community-based non-profit space, or elderly and/or child day care. If a cohousing model is developed, this internal space may be reserved for the use of the cohousing community, rather than the public.

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B. Language has been added requiring that a minimum of 10,000 square feet of outdoor open space shall be provided as a park or community garden, in addition to the playground.

**Outdoor Public Space.** Outdoor public space shall be provided for residents and members of the surrounding community, in addition to the existing playground. The total amount of public open space shall be a minimum of 10,000 square feet, in addition to the size of the existing playground, and shall be provided as a community garden and/or pocket park. The site shall also incorporate a public walkway along the north-south axis of the site. Year round accessibility is required.

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C. The language regarding the existing mural has been moved to the policy section.

**Mural.** There is a concrete mural on the existing building that holds sentimental value for many neighborhood residents. The mural is made of concrete with an impressed design. It was originally created by school children, one of whom is now a noted artist. Proposals for the site shall either present a plan to remove and store the mural with the assistance of an art conservator, or incorporate the mural in the proposed design, in a manner that is visible from the public realm, and which is protected in perpetuity.

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**IV. Land Use Regulations - page 6**

A. Language regarding the use of contract rezoning has been removed.

~~Contract rezoning is a process by which a property owner can request a change in zoning for a specific parcel of land. The process is initiated by the property owner and is subject to review and approval by the Planning Board and City Council. Contract rezoning is typically used to allow for a specific use that is not permitted by the current zoning. The process is more flexible than standard zoning changes and can be more quickly implemented. Contract rezoning is subject to the same requirements as standard zoning changes, including public notice and a hearing. The Planning Board will review the request and make a recommendation to the City Council. The City Council will then make the final decision on whether to approve the contract rezoning. Contract rezoning is a valuable tool for property owners and the City to address specific needs and circumstances. It allows for more flexibility in zoning and can be a more efficient way to address specific issues. Contract rezoning is subject to the same requirements as standard zoning changes, including public notice and a hearing. The Planning Board will review the request and make a recommendation to the City Council. The City Council will then make the final decision on whether to approve the contract rezoning. Contract rezoning is a valuable tool for property owners and the City to address specific needs and circumstances. It allows for more flexibility in zoning and can be a more efficient way to address specific issues.~~

**Deleted: Contract Zoning.** The City of Portland's Land Use Code also provides for conditional or contract zoning in certain situations and circumstances. Under contract zoning, specific conditions or restrictions are drafted to provide zoning flexibility for the new use and ensure that the rezoning and reuse are consistent with the City's Comprehensive Plan. The new use must also be compatible with the surrounding neighborhood. Any zone changes would be subject to Planning Board review and approval and City Council approval if applicable

B. Language about the City’s incentives for affordable housing has been included.

**Incentives for Affordable Housing.** Portland’s Zoning Ordinance provides incentives to developers of market-rate housing to incorporate affordable units. Information is found in Division 30 Section 14-484 of the City’s Land Use Code. The incentives to encourage affordable rental and ownership opportunities include a reduction of development review and building permit fees, expedited review through the City’s planning process, and bonuses for density and parking.

**V. Threshold Requirements - pages 6-7**

A. Proof of financial capacity and project feasibility has been removed from the selection criteria section, and has been made a threshold requirement.

**Financial Capacity and Project Feasibility.** The applicant must prove financial capacity and project feasibility by the provision of a preliminary pro forma; identification of prospective and committed sources of funding for the proposal; a commitment letter from a lending institution indicating the applicant’s ability to finance the projected costs; and references to prior projects that indicate the proven ability to implement a project of similar type and scale from a fiscal perspective.

B. The quality of the adaptive reuse of a portion of the entirety of the Adams School is a threshold requirement, as well as a selection criterion.

**Adaptive Reuse.** A portion or the entirety of the existing Adams School building must be adaptively reused. The quality of the adaptive reuse of the building is one of the criteria for selection.

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C. The provision of outdoor open space is a threshold requirement.

**Outdoor Public Space.** Outdoor public space shall be provided for residents and members of the surrounding community, in addition to the existing playground. The amount of public open space shall be a minimum of 10,000 square feet, and provided as a community garden and/or pocket park with landscaping. The site shall also incorporate a public walkway along the north-south axis of the site. Year round accessibility is required.

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D. The provision of indoor public space is a threshold requirement.

**Indoor Public Space.** Indoor public space that serves the needs of the Munjoy Hill community should be provided, such as a community center, community-based non-profit space, or elderly and/or child day care. If a co-housing model is developed, this internal space may be reserved for the cohousing community, rather than for public use.

E. The provision of a program, occupancy and management plan is a threshold requirement.

**Program, Occupancy and Management Plan** Present a plan detailing the rental and ownership structure (condominium, cooperative, cohousing, etc.), resale restrictions and resale process to ensure mixed ownership, income and long-term affordability. Applicants are encouraged to incorporate alternative housing models such as co-housing, or a housing land trust, and will be evaluated positively for such provision.

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**VI. Criteria for Review - page 9**

The criteria for review has been changed as follows. The financial feasibility of the project has been made a threshold requirement. The compliance with the project goals has been increased to 60 points. The ability to complete the project has been increased to 25 points.

The proposals will be evaluated according to the criteria below:

Compliance with Design, Housing and Public Use Goals 60 points  
(As described in Section II. 2, 3, and 4 on pages 3 and 4)

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(Note: this criterion has been moved to the Threshold Requirements section)

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Ability to complete the project including the qualifications of the development team, management plan, experience, capacity, project readiness to proceed, and timeframe for completion. 25 points

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Total price offered for property. 15 points

City of Portland, Maine

**DRAFT Request for Proposals**

For the sale and reuse of the former

**Adams School Site**

Buildings and property are located in the block bounded by  
Munjoy, Moody, Vesper and Wilson Streets.



**I. NOTICE AND SPECIFICATIONS**

The City of Portland, Maine seeks proposals from qualified developers for the purchase, rehabilitation and reuse of the former Adams School site located in the block bounded by Munjoy, Moody, Vesper and Wilson Streets (hereafter, "the school"). The site is designated on the City of Portland Tax Assessor's Map as Map \_\_\_\_, Block \_\_\_\_, Lots \_\_\_\_\_.

**Sealed proposals for the project, including an original and seven (7) copies, will be received by the Purchasing Office, Room 103, City Hall, 389 Congress Street, Portland, Maine 04101, until 3:00 p.m., Tuesday, \_\_\_\_\_, 2007, at which time they will be publicly opened. Proposals shall be submitted with the attached form, and returned in sealed envelopes plainly marked on the outside "Sale and Re-Use of the Former Adams School Property." Proposals that are late and/or submitted via tele-facsimile shall not be accepted. All proposals shall be held open to acceptance for sixty days from opening.**

Potential Proposers and their contractors, architects, engineers, etc. are free to view the property on the following dates. Access will be from the \_\_\_\_\_ Street entrance of the school.

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- \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_ pm
- \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_ pm
- \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_ pm

All parties entering the above named premises are required to execute and present the attached RELEASE AND HOLD HARMLESS form prior to admittance.

Questions must be submitted in writing to the Purchasing Office. These may be mailed; hand delivered, faxed to (207) 874-8652 or e-mailed to [mff@portlandmaine.gov](mailto:mff@portlandmaine.gov) and received not later than five (5) business days prior to the opening date. Questions received after this time will not be addressed. Any interpretation, correction, or change of this Request for Proposals will be made only by written addenda. Changes in any other manner will not be binding on the City. Proposers should not contact City Staff with regard to this Request unless to obtain general public information as specified in the document.

The disposal of this real estate shall be on the basis of a negotiated proposal, with the City of Portland reserving the right to refuse any or all proposals. *All Proposers are advised that the property will be sold "as-is" and "where-is", in its existing condition, with no warranties either expressed or implied.* The City disclaims any and all responsibility for injury to Proposers, their agents or others while examining the property or at any other time.

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All proposals shall signify, by signing the attached proposal form, that the Proposer has read and understands all conditions concerning the development of the land being offered, as outlined in this Request for Proposals, and that the proposal is made in accordance with this request.

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## II. BACKGROUND

The Adams School site at 44 Moody Street is 1.5 +/- acres bounded by Munjoy, Moody, Vesper and Wilson Streets. Beckett Street once ran through the site. The site is on Munjoy Hill, on the southeast end of the Portland peninsula, in a neighborhood which is largely defined by 19<sup>th</sup> and early 20<sup>th</sup> century buildings. A public playground is on the site. The site is zoned R-6.

The Adams School opened in 1958 and served for many decades as a neighborhood school, community center, and gathering place for the Munjoy Hill community. The school was closed in 2006 when the East End School was opened.

The City established the Adams School Reuse Committee to gather information about the site and input from the community, and to make recommendations to the City Council regarding the reuse of the site. A final report of the Adams School Reuse Committee is attached to this RFP.

**A. Reuse of the Adams School Site Final Draft Report July 27, 2007**

The *Reuse of the Adams School Site Final Draft Report* is attached, and should be referred to as a summary of site information, and for guidance on the community process and preferences. The following considerations for redevelopment were identified by the Adams School Reuse Committee during 2007, and also from public hearings held in 2008.

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**1. Policy Issues**

- a. **Life Cycle Living.** The goal is to create the possibility of life-cycle living on Munjoy Hill. A variety of unit sizes, a mix of incomes, and accessible design should be incorporated in order to allow housing opportunities for all.
- b. **Connect the Neighborhood.** The development should not be an island unto itself, but rather blend into and enhance the surrounding Munjoy Hill community. The design of the site should knit the neighborhood together both physically and functionally.

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**2. Design Considerations**

- a. **High Quality Design.** Excellence in architectural and landscape design is expected.
- b. **Traditional Design.** Design shall be reflective of the surrounding traditional neighborhood. New Urbanist principles shall be used to create infill development that reflects and respects the existing pattern, streetscape, density, scale, massing, exterior materials and design elements of the neighborhood. Buildings should orient to the street.
- c. **Green Design.** The site and buildings shall be designed to be certifiable on the principles of *Leadership in Energy and Environmental Design for Neighborhood Design (LEED ND)*. The actual application for the certificate is the developer's choice.
- d. **Streetscape.** The development shall enhance the pedestrian experience and the public realm. Alternative transportation modes shall be accommodated and incorporated in the project.
- e. **Height.** Heights shall be less than or equal to the average of structures in a 2 block radius.
- f. **Permeability.** Design shall be permeable or porous. View corridors are encouraged. A public walkway shall be provided along the north-south axis of the site. Year round accessibility is required.
- g. **Heterogeneity.** Design of the buildings on the site shall be heterogeneous, not homogenous.
- h. **Existing Building.** A portion or the entirety of the existing Adams School building must be adaptively reused. The quality of the adaptive reuse is one criterion for selection. **j. Accessibility.** Universal Design principles shall be incorporated wherever feasible, to ensure that the design is physically accessible to the greatest range of users.

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### 3. Housing Uses

#### a. **Mixed Income and Affordability.**

The project shall include housing that serves a mix of income levels. It is encouraged that no less than 25% and no more than 75% of units will be "affordable" as defined by various public subsidies, and no less than 25% and no more than 75% of the units will be "market rate". Very generally speaking, most public subsidies are designed to create units for households that should not have to spend more than 30-32% of their gross family income for housing expenses. Affordability is determined by the household income levels to which the housing is targeted, typically households earning less than eighty percent (80%) of median income as defined by the U.S. Department of Housing & Urban Development for the Portland MSA, adjusted for household size.

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Affordable units may differ from market units with regard to interior amenities and gross floor area provided that: 1.) These differences, excluding differences related to size differentials, are not apparent in the general exterior appearance of the project's units; and 2.) These differences do not include insulation, windows, heating systems, and other improvements related to the energy efficiency of the project's units.

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#### b. **Ownership.** It is encouraged that the project include housing in which no less than 25% and no more than 75% of units will be units offered for sale for ownership, as cohousing, cooperative, condominium, limited equity or other ownership structure and no less than 25% and no more than 75% of units will be offered as rental units.

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#### c. **Alternative Ownership Models.** Alternative ownership models such as limited equity units, cohousing, cooperative, or a land trust are encouraged in order to keep the units affordable over time.

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#### d. **Mix of unit sizes.** It is encouraged that units be the following mix to accommodate families and singles:

- 50% larger units (3-4 bedrooms) to serve family or blended family housing.
- 25% smaller units (studios and 1 bedroom) suitable for single young people or seniors.
- 25% to be decided by the developer.

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### 4. Public Uses

#### a. **Indoor Public Space.** Indoor public space that serves the needs of the Munjoy Hill community shall be provided, such as a community center, community-based non-profit space, or elderly and/or child day care. If a cohousing model is developed, this internal space may be reserved for the cohousing community, rather than the public.

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**Outdoor Public Space.** Outdoor public space shall be provided for residents and members of the surrounding community, in addition to the existing playground. The total amount of public open space shall be a minimum of 10,000 square feet, in addition to the size of the existing playground, and shall be provided as a community garden and/or pocket park. The site shall also incorporate a public walkway along the north-south axis of the site. Year round accessibility is required.

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c. **Parking.** Provide adequate parking so as to not unduly impact the existing neighborhood.

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d. **Mural.** There is a concrete mural on the existing building that holds sentimental value for many neighborhood residents. The mural is made of concrete with an impressed design. It was originally created by school children, one of whom is now a noted artist. Proposals for the site shall either present a plan to remove and store the mural with the assistance of an art conservator, or incorporate the mural in the proposed design, in a manner that is visible from the public realm, and which is protected in perpetuity.

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**5. Alternative Ownership Models for Affordable Housing**

Proposers are encouraged to consider alternative forms of ownership that will encourage a mixed income community with long term affordability for the maximum number of units.

The City is specifically soliciting proposals to reuse existing Adams School site for a mixed income community with a mix of ownership and rental units. Affordability can be secured by a land use restriction covenant in the deed.

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Ownership may take a variety of forms including, but not limited to, cohousing, condominium, limited equity cooperative or land trust as long as permanent affordability survives the resale of units. Proposals must outline how they will maintain mixed incomes and affordability.

**B. Land Use Regulations**

Any redevelopment of this property will be subject to all applicable codes and regulations, including but not limited to building codes and zoning, site plan, subdivision and historic preservation requirements. Some relevant portions of these regulations are summarized below. Proposers are advised to refer to source documents for further information.

**R6 Residential Zone.** The Adams School site is located in the R6 Residential Zone. The R6 zone is characterized primarily by multifamily dwellings at a high density. Regulations for this zone are intended to provide a wide range of housing for differing types of households and to conserve the existing housing stock and residential character of the neighborhood. Parking requirements in the R-6 zone are 1.5 off-street spaces per dwelling unit.

**R-7 Zoning Overlay.** It is possible, given the City's interest in creating housing on the Portland Peninsula, that a proposed density for the reuse of the site may not meet the current R-6 zoning. Proposers may pursue an R-7 Zone change. The R-7 Zone allows higher density development and reduces the amount of off-street parking required to one off street space per dwelling unit.

**Deleted:** Contract Zoning. The City of Portland's Land Use Code also provides for conditional or contract zoning in certain situations and circumstances. Under contract zoning, specific conditions or restrictions are drafted to provide zoning flexibility for the new use and ensure that the rezoning and reuse are consistent with the City's Comprehensive Plan. The new use must also be compatible with the surrounding neighborhood. Any zone changes would be subject to Planning Board review and approval and City Council approval if applicable

**Incentives for Affordable Housing.** Portland's Zoning Ordinance provides incentives to developers of market-rate housing to incorporate affordable units. Information is found in Division 30 Section 14-484 of the City's Land Use Code. The incentives to encourage affordable rental and ownership opportunities include a reduction of development review and building permit fees, expedited review through the City's planning process, and bonuses for density and parking.

**C. Property Taxes**

The City requires that the property shall pay full property taxes as determined by Portland's Tax Assessor, once it is redeveloped.

**III. THRESHOLD REQUIREMENTS**

All proposals must incorporate the following threshold requirements for financial feasibility; adaptive reuse, green design, provision of a playground, provision of public outdoor space, public indoor space and salvage of the mural in the project design. These are threshold requirements that must be met, in order for the project to be eligible for further review.

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**A. Financial Capacity and Project Feasibility**

The applicant must prove financial capacity and project feasibility by the provision of a preliminary pro forma; identification of prospective and committed sources of funding for the proposal; a commitment letter from a lending institution indicating the applicant's ability to finance the projected costs; and references to prior projects that indicate the proven ability to implement a project of similar type and scale from a fiscal perspective.

**B. Adaptive Reuse**

A portion or the entirety of the existing Adams School building must be adaptively reused. The quality of the adaptive reuse of the building is one of the criteria for selection.

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**C. Green Design**

The site and buildings shall be designed to be certifiable on the principles of *Leadership in Energy and Environmental Design for Neighborhood Design (LEED ND)*, to be evaluated by a professional certified in LEED. The actual application for the certificate is the developer's choice.

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**D. Playground**

A public playground exists on the site. It shall remain in its current location, or be relocated elsewhere on the south side of the site at the cost of the developer. Any new playground shall be of equal size and amenity, or greater to the existing. The playground will be parceled off during the review process, and owned and maintained by the City.

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**E. Outdoor Public Space**

Outdoor public space shall be provided for residents and members of the surrounding community, in addition to the existing playground. The amount of public open space shall be a minimum of 10,000 square feet, and provided as a community garden and/or pocket park with landscaping. The site shall also incorporate a public walkway along the north-south axis of the site. Year round accessibility is required.

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**F. F. Indoor Public Space.**

Indoor public space that serves the needs of the Munjoy Hill community should be provided, such as a community center, community-based non-profit space, or elderly and/or child day care. If a co-housing model is developed, this internal space may be reserved for the cohousing community, rather than for public use.

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**G. Existing Mural**

There is a concrete mural on the existing building that holds sentimental value for many neighborhood residents. The mural is made of concrete with an impressed design. It was originally created by school children, one of whom is now a noted artist. Proposals for the site shall either present a plan to remove and store the mural with the assistance of an art conservator, or incorporate the mural in the proposed design, in a manner that is visible from the public realm.

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**IV. SUBMISSION REQUIREMENTS**

Proposals shall be written and presented in the following format; please use the headings presented below for the organization of responses. Submission of graphic materials is desirable.

1. **Developer.** Name, address, telephone, fax number of the proposed owner/developer and the name(s) of an alternative contact person(s).
2. **Proposal.** Each proposal submitted must specifically outline the proposed reuse of the property. This proposal should include the requirements for the site, and the compliance with the goals in the *Reuse of the Adams School Site Final Draft Report*.
3. **Financial Feasibility.** Include a preliminary development pro forma. Identify prospective and committed sources of funding for the proposal. Provide commitment or award letters.
4. **Timetable.** Provide an overview of how the proposal will be implemented. Include approximate schedule for completion of each element, including applications for other public or private financing, and approximate cost estimate for each element.
5. **Developer Capacity.** Identify the qualifications and experience of the development team for the project including a list of previously completed projects similar to the proposed project. This team may include key staff of the developer, architect, general contractor and future property management. Also discuss the ability to complete the project including the qualifications of the development team, management plan, experience, capacity, project readiness to proceed, and timeframe for completion.

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6. **Program, Occupancy and Management Plan** Present a plan detailing the rental and ownership structure (condominium, cooperative, cohousing, etc.), resale restrictions and resale process to ensure mixed ownership, income and long-term affordability. Applicants are encouraged to incorporate alternative housing models such as co-housing, or a housing land trust, and will be evaluated positively for such provision.

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7. **Purchase Price.** Proposed purchase price for the property.
8. Drawing submissions which include, but are not limited to the following:
- Schematic Design
  - Site and Layout Plan
  - Elevation Drawings
  - Sample Floor Plan
  - Perspective Renderings.
9. **Copies.** 7 copies, with the original so marked, of each proposal shall be submitted.

#### V. REVIEW PROCESS

- A. Proposals will be reviewed for completeness.
- B. A technical team will review submissions and give the City Council's Housing Committee a summary of the proposals, recommendations and a report detailing the approach of each proposal. The team's recommendations are advisory only.
- C. The Community Development Committee will review the proposals and recommend one to the full City Council for review and approval.
- D. Upon completion of the award, a purchase and sale agreement will be negotiated (see legal requirements).

Public presentations may be required at any or all stages of the process.

#### VI. EVALUATION OF PROPOSALS

##### A. Conditions for Review

In general, the proposals for the site will be evaluated according to the policy goals for the site identified by the Adams School Reuse Committee. In addition, proposals must incorporate the threshold requirements listed below, in order for the project to be eligible for further review.

1. **Life Cycle Living.** The goal is to create the possibility of life-cycle living on Munjoy Hill. A variety of unit sizes, a mix of incomes, and accessible design should be incorporated in order to allow housing opportunities for all.

2. **Connect the Neighborhood.** The development should not be an island unto itself, but rather blend into and enhance the surrounding Munjoy Hill community. The design of the site should knit the neighborhood together both physically and functionally.

3. **Threshold Requirements.** Additionally, the proposals shall incorporate the requirements listed in Section III page 6 for the proof of financial capacity and feasibility, incorporation of LEED ND design requirements, provision of a public playground, access through the site provision of indoor public space, preservation of the existing mural, and the adaptive reuse of the building in whole or in part.

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B. **Criteria for Review.** the proposals will be evaluated according to the criteria below:

Compliance with Design, Housing and Public Use Goals  
(As described in Section II. 2, 3, and 4 on pages 3 and 4)

60 points

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Ability to complete the project including the qualifications of the development team, management plan, experience, capacity, project readiness to proceed, and timeframe for completion.

25 points

Deleted: Financial feasibility, including preliminary proforma . . . 15 points  
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Total price offered for property.

15 points

**VII. FINANCIAL RESOURCES**

**A. City of Portland Economic Development Center Resources**

1. A variety of loan programs are available to assist business and industries to develop this property. Loans may be used for building renovation, leasehold improvements, working capital and machinery and equipment. Loans are considered gap financing. Loan amounts are dependent upon the source of the loan funds and their use. Loans of up to \$200,000 may be available for building improvements.
2. Development Action Grants are available to provide assistance to property owners by providing funds to assist in the construction of public infrastructure required by private development. Development Action Grants are capped at \$25,000.

Loans and grants are subject to the approval of the Downtown Portland Corporation.

**B. Housing Resources**

1. City of Portland Housing Program

The City of Portland's Housing Program offers homeownership and housing rehabilitation focusing on providing decent, safe and affordable housing for low and

moderate income residents of Portland. For more information please visit the website at <http://www.portlandmaine.gov/planning/housingprog.asp>

2. City of Portland's Housing Replacement Fund

The Housing and Neighborhood Services Division is offering an RFP to distribute Housing Replacement Funds in the City of Portland. The purpose of this fund is to promote and facilitate an adequate supply of housing, particularly affordable housing. For more information please call, 756-8246.

3. Maine State Housing Authority

Maine Housing offers several programs to encourage private development of affordable rental housing for families, seniors or persons with special needs. Low income housing tax credits, development loans, direct development subsidies, affordable housing tax increment financing and more. Please see their website for more information, [www.mainehousing.org](http://www.mainehousing.org)

4. Federal Home Loan Bank of Boston

The Federal Home Loan Bank of Boston administers an Affordable Housing Program through a competitive application process. For more information phone 888-424-3863 or visit their website, [www.fhlbboston.com](http://www.fhlbboston.com)

### **VIII. LEGAL REQUIREMENTS**

The selected developer will be required to provide a performance guaranty in the form of a letter of credit or a performance bond, the performance of the developer's obligations outlined in this Request for Proposal and subsequent contract to be negotiated with the City. This performance guaranty is separate from any performance guaranty that will be required as a result of the City's site plan review process.

The City shall convey the described real estate by quitclaim deed to the developer, or where the City has obtained a warranty deed for the real estate, it shall provide a warranty deed for the same to the developer. Any deed from the City will contain a restriction in the deed that the property must meet the permanent affordability requirements as described in this Request for Proposals.

In the event the City makes a financial contribution to a developer and to secure the developer's obligations, the City shall have a security interest in the form of a mortgage in the real estate to be developed. The terms of the mortgage shall be negotiated with the developer at the time of the commitment of funds.

**IX. RESERVATION OF RIGHTS**

The City of Portland reserves the right, at its sole discretion, to award all, a portion, or none of the available funding from this RFP, as well as reject any and all proposals for the City owned land, based on the quality and merits of the proposals received, or when it is determined to be in the public interest to do so. Furthermore, the City may extend deadlines and timeframes, as needed.

The City reserves the right to waive any informalities in proposals, to accept any proposal, and to reject any and all proposals, should it be deemed for the best interest of the City to do so. The City reserves the right to substantiate the Proposer's qualifications, capability to perform, availability, past performance record and to verify that the Proposer is current in its obligations to the City, as follows:

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Pursuant to City procurement policy and ordinance, the City is unable to contract with businesses or individuals who are delinquent in their financial obligations to the City. These obligations may include but are not limited to real estate and personal property taxes and sewer user fees. Bidders who are delinquent in their financial obligations to the City must do one of the following: bring the obligation current, negotiate a payment plan with the City's Treasury office, or agree to an offset which shall be established by the contract which shall be issued to the successful bidder.

June 16, 2005

Matthew F. Fitzgerald, Purchasing Agent

**X. ATTACHMENTS**

1. City Proposal Form
2. *Reuse of the Adams School Site Final Draft Report*

The entire document is available for viewing in the City's Purchasing Office, Room 103, Portland City Hall, 389 Congress Street, Portland, ME between 8:00 am and 4:30 pm.

**PROPOSAL**

**\*THIS PAGE MUST BE INCLUDED\***

The UNDERSIGNED hereby declares that they have read and understand all conditions as outlined in the invitation for bids, and that their proposal is made in accordance with same.

The UNDERSIGNED hereby declares that any person(s) employed by the City of Portland, Maine, who has direct or indirect personal or financial interest in this proposal or in any portion of the profits that may be derived therefrom, has been identified and the interest disclosed by separate attachment. (Please include in your disclosure any interest which you know of. An example of a direct interest would be a City employee who would be paid to perform services under this proposal. An example of indirect interest would be a City employee who is related to any officers, employees, principal or shareholders of your firm or to you. If in doubt as to status or interest, please disclose to the extent known).

TOTAL PRICE OFFERED FOR THE PROPERTY \$ \_\_\_\_\_ \*

The Proposer acknowledges the receipt of Addenda numbered \_\_\_\_\_ (If Applicable)

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COMPANY NAME: \_\_\_\_\_  
(Individual, Partnership, Corporation, Joint Venture)

AUTHORIZED SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_ (Officer, Authorized Individual or Owner)

PRINT NAME & TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

FEDERAL TAX ID NUMBER: \_\_\_\_\_

SALES TAX EXEMPTION NUMBER: \_\_\_\_\_

NOTE: All submittals must bear the handwritten signature of a duly authorized member or employee of the organization making the proposal. This sheet must be signed and returned with the proposal package.

**Adams School Meeting  
Cummings Center  
March 6, 2008 7:00-9:00pm**

The meeting was hosted by Councilor Donoghue and supported by the following City Staff: Sally Deluca, Director of Recreation; Alex Jaegerman, Director of the Planning Division; T.J Martzial, Director of HNS Division; Carrie Marsh, Urban Designer; David Caldwell, Recreation Coordinator; and Amy Grommes Pulaski, HCD Program Manager.

**Introduction to Agenda**

Councilor Donoghue welcomes everyone and gives an overview of the meeting. The meeting is being videotaped by Ed Democracy. We will be reviewing thoughts and needs of community space on Munjoy Hill.

He provides an overview of Adams Reuse Committee Process, and how that resulted in a Report and RFP. Tonight is also a public meeting to review the Adams School Reuse Committee Draft RFP.

**Overview of Community Center Space**

Sally Deluca welcomes everyone. She presents the floor plan for the Cummings Center of both the community space and office space. Both were renovated a few years ago. She provides an overview of the uses of the community space. Programs that utilize the space include, but are not limited to: senior adult programs, health programs, AA meetings, church rentals, Society of American Magicians and the Society of Young Magicians, birthday parties and showers. She hands out the calendar of rented space at the Cummings Center.

Sally presents the floor plan for the East End Community School space. There is a cafeteria and stage, gymnasium, community room, art and music room. The school department uses all the space during the day. At 3:00 the recreation program runs the space. They have an after school program with 70 kids, plus yoga and pilates classes, a Somali soccer program, basketball leagues, theatre classes, church rentals, women's rugby, PTO, book fairs, parties and events.

The first floor of Cummings Center runs all the recreation programs for the city, including all five community centers. The aquatics manager runs the swim programs, open swims, aerobic classes and lessons. We also have our special events, permitting for all public space, weddings, walk a thons, races or any other events. She hands out the calendar for use of spaces at the East End Community School, showing what space is available.

Ed Democracy questions how much the space costs? Dave Caldwell replies there is no fee for daytime rentals at Cummings Center. The cost of renting space at night needs to cover the cost of personnel. The larger room upstairs at the Cummings Center is about \$32/hr, which covers staff costs and a small rental fee. Weekend rental is \$30/hr all included, staff, utilities etc. These can be negotiated. One of the more expensive rooms is the Riverton gymnasium is \$77/hr because it is a double gym. Smaller spaces can be rented by non-profit groups for \$12/hr. The prices depend on the type and size of space. There are different costs for profit and non-profit groups.

### **Comment Period Community Center**

Councilor Donoghue opens the floor to the public to discuss community space.

Randee Bucknell asks who is using the Adams School, and what is it being used for.

Odelle Brown states that A Company of Girls uses the space and has a lease from the City. Other groups include but are not limited to: Boys to Men, Compass Project, The Root Cellar, Portland West, Friends of the Eastern Prom. Several other groups are interested. She gets numerous calls and the space could be booked all the time. There are also yoga and other types of classes that use the space. She continues to say the space at Adams helps to build community and bring the community together. There are not many spaces in Portland that help to build and foster community. The East End is losing its families, and she feels that it is because they are not connected to the community; she doesn't feel that they have a reason to stay. Scheduling times at the EECS can be difficult. But Adams, she sees as an opportunity.

Carol Baker, comments there are agricultural community groups on the hill.

Markos Miller asks if there is a charge for these groups? Odell answers that we only pay for staff time at \$15/hr. She tries to work her schedule so that she is also there and can accommodate groups.

Gary Marcisso questions whether he can read the lease between A Company of Girls and the City of Portland. He asks how long the lease is for. Odell states that it's a month to month lease for the building. He has a few issues because he thinks that it is becoming out of control, there is graffiti, and safety issues.

Councilor Donoghue states that the lease between the City and A Company of Girls will be made available for those who wish to read it.

Frank Cady asks if housing will be discussed tonight? Councilor Donoghue states we will be taking comments on this during the comment period by RFP. Frank would like to see this housing have rental units with subsidies. It will be the only way to provide for desperate people out there, young families and elderly. He would also like to see good uses of the school, like the cultural activities that have been there.

Jonah Fertig says that in order to assess the need, there needs to be more input. The group here is not completely representative of Munjoy Hill. He would like to see the City conduct a needs assessment to see what the needs are on the Hill. Meetings are not always a convenient way to participate, and renters did not receive notice of this meeting. He would like there to be a real space to share culture and community. There are a lot of great community uses at the EECS and the Adams school. But the use of Adams School is ongoing programming that provides people the opportunity to come together and support community needs. Another community need is local food. How can we support our local food supply, and possibly grow it here in Portland. He says that there could be a rooftop garden on top of Adams School.

Sally Deluca says that Parks & Recreation just completed a community needs assessment. This will be released to the public soon.

Councilor Donoghue says there is a notice issue; they do go just to property owners. He feels discriminated against because of this.

Carrie Marsh says that a typical mailing notice costs the city approximately \$5,000.

Dick D'Entremont asks Odell how many people of these groups are Munjoy Hill residents, and how many are not residents of the Hill. He assumes that if the organization did keep the Adams School, there would be rent to cover operation costs.

Odell responds that most of the groups that use the space are from Munjoy Hill, Boys to Men, Friends of the Eastern Prom, etc.

Chris “?” thinks this discussion could be much more dynamic if all the people who are interested in this space were here for this discussion. He is supportive of community space. This building (the Cummings Center) is not necessarily that spot, even the EECS is principally a school and is not the community space desired here. He would hate to lose Adams as a true community space.

Christina Feller's comments cover two points of view, 1) the League of Maine neighborhoods. A community center is a community of people; a neighborhood center is based on geographic location. For five years there has not been a space in this city for neighborhood leaders to meet to talk about common issues. Just because you live in a neighborhood, your whole life does not operate within that neighborhood. A neighborhood center would help to foster this. One of the things that Portland is known for is outdoor public spaces. But what cities need is indoor public spaces, especially in Portland where winter is long. There are not indoor public spaces people can gather. Her second point of view 2) is Living With Peace. This is a group helping immigrants integrate into the community. This group is comprised of immigrants from across the city, and they are using the MHNO house. They do not have the space needed to meet all the needs of this group. They are looking for a space where they can find like-minded people. The board would be very interested in a multi-cultural neighborhood space.

Ed Democracy did not think tonight would be sufficient to discuss what are the needs of community space. There has not been a thorough assessment. He'd like to see the results of the Community Needs Assessment from the Parks and Recreation Department. He thinks it is important to take our time, and get it right. If we don't we will all regret it.

Councilor Donoghue says there will be time for more public comment at the CDC meeting. Alex states that the Adams School topic will be discussed at the CDC meeting on April 9 at 5:00pm.

Markos Miller, agrees that there is a need for greater community use. He wants to applaud the work Odell has done at Adams School. His question is who will manage a community center? Parks and Recreation has the charge of managing the public spaces of the city, but who would manage this community space? Regardless of the space, EECS, Cummings or Adams, it has to

charge a fee. Is this a need that Parks and Recreation should be offering? Is this something the City has to manage?

Markos questions how the funds were used to renovate the space at Cummings Center. Some of this the renovation was funded through CDBG, which he understands cannot be used for office space. TJ Martzial responds, \$82,783 was used to renovate the Cummings Center. Only \$26,731 of that number was funded through CDBG funds, about 32% of the total budget. As long as roughly 32% of the center is used for community space, it complies with CDBG regulations.

Dan Haley asks if there is other space the organizations at Adams can use elsewhere in the city.

Sally Deluca responds that there is a difference between transient space and dedicated space. The city cannot provide dedicated space because this is a need for a specific non-profit. Rather the city can only provide transient space, because it is public space that can be used by numerous groups.

**Tour of Cummings Center** – The Tour of Cummings Center was skipped.

#### **Overview of Adams School RFP**

Carrie provides an overview of the Adams Reuse Committee, process, report and RFP. She emphasizes the extensive public process and community input the committee facilitated. There were 14 public meetings including a developer's forum and design charette, attended by more than 80 people.

*Please see Adams School ReUse Report and RFP for details, available online.*

#### **Comment Period RFP**

Randee Bucknell states that she would like to address the item about community space in the RFP that states "MAY." After hearing the response of the community and Odell's testimony, there is no way the RFP responds to the needs in the community. There is transient space available on the Hill but there is no dedicated space. She would like to see this happen.

Councilor Donoghue states the difference between dedicated space and transient space. He asks how her thought and comment can be reflected in the RFP.

Randee Bucknell recommends parceling the land to separate the building from the remainder of the lot.

Jane Macala, Board of Director of A Company of Girls doesn't think that any developer would develop community space. She would like the RFP to say the School will remain. A developer will not build any size community space.

Fred Barancato, complimented the ReUse committee for the work they did. He participated in the community design day and there were numerous designs that resulted. The report and RFP that resulted reflected these thoughts. His understanding was the site would be primarily housing, then a public space where people could interface outside, and some type of indoor space. He thinks the RFP reflects that concept. He thinks to use that space for non-profit use, is

not a public space; it becomes private. He thinks it should be primarily housing. He would like the RFP to remain the way it is.

Steve Scharf comments on the evaluation page where it states that financial feasibility is worth 15 pts. Financial feasibility should be a threshold requirement and not awarded with points. He recommends that those points should be redistributed. The point allocation for price is subjective. He thinks it should be more objective. Where the proposal who offers the highest price receives 15pts and the point system goes down from there.

Carol thinks the building should be separate from the rest of the space.

Nate Brimmer is a Portland native, but has lived several other places. He is inspired by this process; there is a vision and energy. He believes that peoples-needs and eco-needs supersedes those needs of greedy corporations. He thinks the reuse of Adams is a unique way to promote our values. He thinks that the space should be used for community space and affordable housing. He thinks reusing the Adams school makes good eco decision. He discusses all the benefits of the having community space there and how it will build community. One part of his recommendation is 15-20 units of limited equity cooperative housing.

Christina thinks that community space must be stipulated in the RFP. She would like further discussion about public space as not being public. She does not like the definition of indoor public space as written in the RFP. The examples are misleading and not exhaustive, she would like to see this changed.

Grady Peck, a landscape architect, thinks there should be the least amount of parking spaces on the site to encourage walking. There should also be more conveniences and services on the Hill. He had to drop off a piece a mail and asked where the nearest post office was. He had to get in his car and drive down the Hill to mail his package at the post office on Congress Street. It would be great if you could do your errands on the Hill.

Jaime Parker would like to see the LEED inspired design apply to the playground, with natural and recycled materials. He also refers to parking as to not to impact surrounding neighborhood. Munjoy Hill was designed to have street parking and the street is where he thinks you should park your car. There is not as much as a parking problem on the Hill as everyone thinks. Pushing parking into the site would be too crowded.

Markos Miller speaks to the community space issue. He would like to see community space at the Adams School. However, how do you mandate this? Once you build the community space, who will run it? Do you hand it over to a nonprofit or the city? Who? He is hesitant to require community space as part of the development. The RFP states there is 50 pts to comply with design etc. Maybe specify how many points go to which category. The developer could maybe get extra points for having indoor public/community space. Make it an incentive. Otherwise he likes the RFP. He thinks that there are likely rental opportunities, not every unit will likely be owner occupied. For example, he owns a three unit and lives in one and rents out the other two. Also, he is not a fan of the existing building.

Henny Washington has lived in Portland for 1.5 years. She likes the community of Portland. She thinks that it is important to be specific to what community space is, specifically a community kitchen and a theatre space.

Heather Curtis has lived on Kellogg Street for 8yrs. There is a hole that has been left by the closing of Adams. She talks about her experiences with individuals who used to attend Adams School. When they hear that it is still open and operating as community center, they get excited. She also wants to talk to the importance of eldercare and childcare in the same space at the same time. There is a lot of funding cuts and they have lost foster grandparent programs due to state cuts. She would like to read have a letter from MHNO that Ken Bailey would have read, but isn't here. There is a letter from MHNO that was printed in the March issue of The Munjoy Hill Observer. (*Please see the paper for details.*)

Councilor Donoghue asks T.J. or Amy to update those present to the process of the Community Land Trust (CLT). Amy summarizes that HNS staff has been researching the idea of creating a CLT and will receive technical assistance from HUD to help to create one. They have also been talking with HOMEStart, a group beginning a Community Land Trust on Peaks Island. There will be public meetings and a process to gather input for the Community Land Trust as well.

Heather would like to see neighborhood based planning. It should start from the ground up.

Jonah Fertig, part of CBC and Local Sprouts, thanks everyone for being here. He is very inspired. He likes the people taking on the reuse of the site, neighborhood planning, etc. He thinks there should be a continued committee that represents the neighborhood as this development moves forward to participate in how developers are chosen, what is being built, etc. People want to continue to be involved. The CBC released a draft proposal for a response to the RFP. It was meant to get peoples feedback. There were several questions, how can it be managed, funded, etc. Funding a large community center is not an easy task. CBC has had several financial advisors and they have been exploring new market tax credits, traditional financing, banks, different income sources, rents, leases. They like the idea of a cooperative, an organization that is owned by the community and run by the community. A democratic board can be created so that various voices in the community are heard. He would like to see a community design day done for a community space. How can they work together, what are the needs and what are the needs that can be fulfill. Regarding the building, two plans at the community design day hosted by the Adams ReUse Committee included reusing the building. The CBC had a survey of 180 people which showed strong support for keeping the building. Community space should be a requirement of the RFP. Cooperative housing should be included as an alternative ownership model of the RFP. The neighborhood knows what the community needs.

Phil Simon, new resident of Munjoy Hill. Portland's a great place; he's impressed with the community. There should be greater weight given in the RFP for community use space.

Randee Bucknell, wants to see the next steps as being community based and public with lots of invitations for all to be involved.

Fred Barancato doesn't see anything in the RFP for traffic flow. He is concerned that there will be a lot of car traffic brought into that area and there should be a study done to see how it will impact the flow of cars.

Councilor Donoghue says we can look at other projects.

In summary, Councilor Donoghue says that he senses there is support for parceling out the school *to seek adaptive re-use*. There is support for mixed housing, ownership and rental, and mixed income. He would like there to be no more than 75% rental or ownership, but rather a balance between the two, a mix.

Councilor Donoghue continues to describe the next steps. The results of this meeting, the Adams Reuse Committee Report and RFP will return to the Community Development Committee. The CDC is chaired by Councilor Leeman, with Councilor Cohen and Councilor Anton as members. Councilor Anton has recused himself from this discussion. Councilor Donoghue will recommend these amendments, but this will not go forward without your support. He thanks everyone for coming and speaking and sharing.

Applause.

## MHNO Letter RE: Housing on Adams Community School Site

*[To be read on behalf of the MHNO by Board member (and Adams Reuse Committee member) Ken Bailey at the Future Uses of the Adams Community School Meeting, March 6th, 7pm at the Cummings Center, 134 Congress.]*

**Dear Portland City Council and Portland Citizens,**

We are writing to affirm our commitment to diversity in housing, including rental housing, for any housing on the Adams Community School site. The MHNO has always included economic diversity in our concept of diversity, which demands that the housing must be not only truly diverse in all other respects, but it must be truly affordable as well. The standard definition of affordable housing is that housing which costs no more than 30% of one's income.

In the interest of maintaining current neighborhood diversity, we also strongly urge you to consider the role of life-cycle housing policies which ensure that folks who live in a community can continue to afford to remain in their community. For example, a child who grows up in a community might well like to raise a family in the community in which they grew up. Similarly, those who have raised a family in a community could well prefer to remain in that community but not be able to afford the larger home in which they raised their family.

We recognize the difficulty in building affordable housing under current economic and political circumstances. We recognize the limited space with which any developer will have to work. We recognize that it is a standard axiom of design that, "the fewer the walls, the lower the cost". Density is more efficient cost-wise. Density is less efficient aesthetics-wise. While it is not impossible to balance the two, we recognize this represents harder work for architects & developers.

Single-family homes are out. Triple/quadruple-deckers are out. The key seems to be density within compatible design. Were there to be 100% ownership of all units, there would not be an acceptable degree of diversity. However, it is generally accepted that it would be difficult to impose to build affordable rentals.

We strongly encourage serious consideration of a community land trust as well as a cooperative housing model as the best way to ensure long term diversity, affordability, and sustainability. The City of Bath, Maine has recently completed a cooperative housing project and is preparing to develop a new one. Bath's Community Development Director, Al Smith, has offered assistance including providing all of their materials to use for reference.

We appreciate the hard work you have put in & continue to put into this process to ensure it results in the best outcome possible. Thank you.

**Munjoy Hill Neighborhood Organization (MHNO)**

## 2008 Environmental Health Lobby Day Tuesday, March 4th, at the Statehouse in Augusta

By Steven Taylor  
Organizing Director  
Environmental Health Strategy Center

Join "Quack" the Rubber Ducky for Environmental Health Lobby Day and protect children's health from unnecessary dangerous chemicals in toys and children's products.

Toxic chemicals should not be found in Maine homes or children. Unfortunately, studies show that Maine children are routinely exposed to hazardous industrial chemicals that leach out of products they encounter every day: plastic containers, toys, jewelry, baby bottles and water bottles, shampoos, lotions and thousands more products.

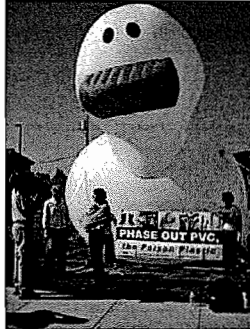
LD 2048 - "An Act to Protect Children's Health and the Environment from Toxic Chemicals in Children's Products" - would stop the unrestricted exposure of our children to known unsafe chemicals. We can take advantage of the best scientific research compiled by authoritative government agencies to phase out the worst chemicals that endanger our children, and create new economic opportunities for innovative Maine companies.

Come join us for a day at the Statehouse and add your voice to a growing chorus of Mainers that want proven toxic chemicals out of children's products. No prior experience necessary! We'll provide materials, training and moral support.

Tuesday, March 4th  
8:00 AM to 3:30 PM  
Maine State Capitol in Augusta

Come for all or part of the day!  
Car-pooling opportunities available! **Children welcome!**


For more information, visit [www.preventharm.org](http://www.preventharm.org) or phone 782-7151  
"Preventing harm where we live, work and play"



**What is Quack looking at?**

Quack is reading about Quack's next appearance on Tuesday, March 4, at the Statehouse in Augusta at the 2008 Environmental Health Lobby Day!!!

# Body of Evidence



**A STUDY OF POLLUTION IN MAINE PEOPLE**

[www.cleanandhealthyme.org](http://www.cleanandhealthyme.org)

**From:** "Kevin Donoghue" <kjdonoghue@portlandmaine.gov>  
**To:** "Jill Duson" <jduson@portlandmaine.gov>, "Jim Cloutier" <jcloutier@portlandmaine.gov>, "Amy Pulaski" <AVP@portlandmaine.gov>, "T. J. Martzial" <tjm@portlandmaine.gov>, "Carrie Marsh" <CMarsh@portlandmaine.gov>, "Alex Jaegerman" <aqj@portlandmaine.gov>, "Lee Urban" <ldu@portlandmaine.gov>  
**Date:** 11/5/2007 7:42:44 AM  
**Subject:** Conflict for CDC: Adams School

Hi All,

I will be unable to attend our upcoming meeting of the CDC as I will be a delegate to the NLC in New Orleans. Please let this message be made part of the public record. On the Adams School, I would offer the comment that we would do well to consider some improvements to the RFP.

So as to attract more bidders, with less overhead, I suggest we might render this into more of a "Request for Qualifications."

A. Re-Use of the Adams School Site Final Draft Report:

2. Design Considerations, e. Height. Heights shall not exceed current height limits as prescribed in the R6 (Urban Residential) Zone.

3. Housing Uses, d. Mix of unit sizes. The maximum number of larger units (3 bedrooms) is desired; (up to 75% is encouraged). Thei Committee desires that the balance of units be smaller one-bedroom/studio units to maximize ownership opportunities for singles.

4. Public Uses, b. Indoor Public Space. I suggest the language be changed to "Indoor public space that serves the needs of the EAST END community SHOULD be ACCOMMODATED, such as a community center, community-based non-profit, or elderly or child day care. OFFICES WILL ONLY BE ALLOWED AS AN ACCESSORY TO A COMMUNITY USE.

4. Public Uses, b. Parking. I suggest the language be changed to "Provide ADEQUATE parking so as to not UNDULY impact the existing neighborhood." All new development creates an impact; it should just fall short of being unduly impactful.

B: We have omitted the specifications of Inclusionary Zoning, which allows zoning incentives in exchange for affordable housing. The options on the table should be R6 with IZ or use of R7 or Contract Zone consistent with the principles of the Inclusionary Zoning law.

It should also be noted that the Office of Housing and Neighborhood Services is working on an ongoing effort to create a Community Housing Land Trust. The Committee desires a developer who has the capacity to collaborate in the realization of an alternative model.

Thank you,  
Kevin Donoghue  
District One

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