



CIVIL ENGINEERING • SURVEYING • LANDSCAPE ARCHITECTURE

**NRPA Individual  
Permit Application**

**Jordan Bay Marina Dock Expansion**

**Prepared for:**

**Port Harbor Holdings I, LLC**

**1 Spring Point Drive**

**South Portland, ME 04106**

**Prepared by:**

**Sebago Technics**

**75 John Roberts Rd.**

**South Portland, ME 04106**

**December 2019**

**14265**



# LETTER OF TRANSMITTAL

Sebago Technics, Inc.  
75 John Roberts Road-Suite 1A  
South Portland, ME 04106-6963

Phone (207) 200-2100 FAX (207) 856-2206

DATE: December 24, 2019	STI Project 14265
ATTENTION: Scott Dvorak	
RE: Jordan Bay Marina Dock Expansion	

TO Scott Dvorak  
Town of Raymond CEO  
401 Webbs Mills Road  
Raymond, ME 04071

WE ARE SENDING YOU  Attached  Under separate cover via \_\_\_\_\_ the following items:

- Shop drawings   
  Prints   
  Plans   
  Samples   
  Specifications  
 Copy of letter   
  Shop drawings   
  \_\_\_\_\_

COPIES	DATE	NO.	DESCRIPTION
1	12-24-19	1	Copy of 24"x36" Plan Set (5 Sheets) submitted to MDEP
1	12-24-19	2	Copy of NRPA Individual Permit Application Booklet submitted to MDEP

THESE ARE TRANSMITTED as checked below:

- For approval   
  Approved as submitted   
  Resubmit \_\_\_\_\_ copies for approval  
 For your use   
  Approved as noted   
  Submit \_\_\_\_\_ copies for distribution  
 As requested   
  Returned for corrections   
  Return \_\_\_\_\_ corrected prints  
 For review and comment   
  \_\_\_\_\_  
 FOR BIDS DUE \_\_\_\_\_   
  PRINTS RETURNED AFTER LOAN TO US

REMARKS: We are required to send a copy of the NRPA application for this project to the Town. Please contact Kendra Ramsell at kramsell@sebagotechnics.com or by phone at 207-200-2098 if there are any questions.

COPY TO: \_\_\_\_\_

Signed: Kendra J. Ramsell

# Town of Raymond Planning Board Application for Subdivision and Site Review

rev 1-25-17

## INSTRUCTIONS

*Please read these instructions carefully. If you are uncertain about a requirement please contact the Town Planner through the Town Offices at 655- 4742 x 161. Failure to submit a complete application as indicated below will delay your application. Deadlines: Complete applications must be submitted by the deadline to be considered for the next meeting. If you are unsure of whether or not an item is required, request a waiver. Ideally you have met with staff and are informed regarding the applicability of items.*

### **Application packets:**

**For projects requiring Planning Board Review** - 15 copies all documents & copies of plans shall be submitted as: 8- Full sized, & 7 reduced plans to fit on 11"x17" plan sheets.

**For projects requiring Staff Review** -5 copies of all documents, and plan copies shall be all full sized.

Regardless of review authority all multiple sheet plan sets must be bound. Plan sets of less than 10 pages must be folded accordion style so that the title block is visible on the front of the plan. Plan sets of more than 10 pages may be submitted rolled. Application fees and escrow checks are part of a complete application.

**Applicant:** The applicant must have documentation with owner(s) signature if the owner does not sign the application.

**Owner:** If the owner is a non-person, documentation from the Secretary of the Association or Corporation must be submitted certifying that the person signing has authority to act for the entity.

**Correspondence:** Correspondence will be mailed to one person other than the applicant. Please indicate whether or not the Agent or the Owner will be notified. Condominium Development: All condominium development is subject to both subdivision and site review unless it is a single-family development.

**Project Review:** All projects are required to go to pre-app conference at the Board level. The applicant may opt for a staff review by the Plan Review Committee prior to submittal to the Board. This is highly encouraged for complex development proposals and for applicants that do not hire a professional consultant to represent them or are unfamiliar with the Planning Board regulations and approval process.

**Other Approvals:** A complete copy of any other agency application reviews or approvals must be noted at the time the application is submitted. Town approvals are not granted until all other required agency(s) associated with aspects of the project, but not limited to State, Federal, or other Authority is approved and copies delivered with the Final Plan submittal or application. The Planning Board may issue a condition of approval if it has written evidence that the outside agency has completed the review of an application for the project and is processing the project for approval.

**Fees:** Application fees are non-refundable except in cases where applications are withdrawn within two business days of the deadline. Escrow fees are utilized for plan review including Planner's time in reviewing submissions, drafting materials for the Planning Board, and attending meetings related to the application. Any remaining amount after the review of the plan will be returned to the party which submitted the escrow. If the property is transferred to another party it is important to address the escrow account to assure it is returned to the appropriate party.



December 20, 2019  
14265

Ms. Kayla Gray  
Maine DEP  
312 Canco Road  
Portland, ME 04103

**Natural Resources Protection Act Individual Permit**  
**Jordan Bay Marina Dock Expansion - Raymond, ME**

Dear Kayla:

On behalf of our client, Port Harbor Holdings I, LLC, we are submitting an Individual NRPA Permit Application for a proposed dock expansion project at Jordan Bay Marina on Sebago Lake, which is considered both a Great Pond and a Wetland of Special Significance.

The dock expansion will add 59 boat slips to the existing system, which currently consists of 75 slips, however 10 existing slips will be removed in order to make room for the expansion. There will be a total of 124 boat slips in the marina upon completion of the project.

The dock configuration that was chosen provided our client with the desired amount of additional slips without impacting access to the existing dock system and without excavation of stabilized shore area. The proposed dock expansion will require twelve (12) driven piles to support the floating docks, which are temporary (seasonal) and total roughly 5,327 square feet. **Each pile is 12" in diameter, resulting in a total of 38 sf of wetland fill.**

We hope that the information provided is found to be complete and agreeable to the Department. Please do not hesitate to contact us with any questions, comments, or requests for additional information. We will also be sending a copy of this NRPA application to the local municipality.

Sincerely,

SEBAGO TECHNICS, Inc.

A handwritten signature in black ink that reads "K Ramsell". The signature is written in a cursive, slightly stylized font.

Kendra J. Ramsell, E.I.  
Civil Engineer

CC: Robert McSorely, P.E.  
Project Manager

Department of Environmental Protection  
 Bureau of Land & Water Quality  
 17 State House Station  
 Augusta, Maine 04333  
 Telephone: 207-287-7688

FOR DEP USE  
 ATS # \_\_\_\_\_  
 L- \_\_\_\_\_  
 Total Fees: \_\_\_\_\_  
 Date: Received \_\_\_\_\_

### APPLICATION FOR A NATURAL RESOURCES PROTECTION ACT PERMIT

→ PLEASE TYPE OR PRINT IN **BLACK INK ONLY**

<b>1. Name of Applicant:</b> Port Harbor Holdings I, LLC		<b>5. Name of Agent:</b> Sebago Technics, Inc. c/o Robert McSorely					
<b>2. Applicant's Mailing Address:</b> 1 Spring Point Dr. South Portland, ME 04106		<b>6. Agent's Mailing Address:</b> 75 John Roberts Rd., Suite 4A South Portland, ME 04106					
<b>3. Applicant's Daytime Phone #:</b> 207-767-3254		<b>7. Agent's Daytime Phone #:</b> 207-200-2074					
<b>4. Applicant's Email Address (Required from either applicant or agent):</b>		<b>8. Agent's Email Address:</b> rmcsoirely@sebagotechnics.com					
<b>9. Location of Activity: (Nearest Road, Street, Rt.#)</b> 1328 Roosevelt Trail (Rt. 302)		<b>10. Town:</b> Raymond	<b>11. County:</b> Cumberland				
<b>12. Type of Resource: (Check all that apply)</b>	<input type="checkbox"/> River, stream or brook <input checked="" type="checkbox"/> Great Pond <input type="checkbox"/> Coastal Wetland <input type="checkbox"/> Freshwater Wetland <input checked="" type="checkbox"/> Wetland Special Significance <input type="checkbox"/> Significant Wildlife Habitat <input type="checkbox"/> Fragile Mountain		<b>13. Name of Resource:</b> Sebago Lake				
			<b>14. Amount of Impact: (Sq.Ft.)</b> Fill: 37.7 sf Dredging/Veg Removal/Other: N/A				
<b>15. Type of Wetland: (Check all that apply)</b>	<input type="checkbox"/> Forested <input type="checkbox"/> Scrub Shrub <input type="checkbox"/> Emergent <input type="checkbox"/> Wet Meadow <input type="checkbox"/> Peatland <input checked="" type="checkbox"/> Open Water <input type="checkbox"/> Other _____	<b>FOR FRESHWATER WETLANDS</b>					
		<table border="0" style="width: 100%;"> <tr> <td style="text-align: center;"><i>Tier 1</i></td> <td style="text-align: center;"><i>Tier 2</i></td> <td style="text-align: center;"><i>Tier 3</i></td> </tr> <tr> <td> <input type="checkbox"/> 0 - 4,999 sq ft.  <input type="checkbox"/> 5,000-9,999 sq ft  <input type="checkbox"/> 10,000-14,999 sq ft         </td> <td> <input type="checkbox"/> 15,000 – 43,560 sq. ft.           Individual Permit       </td> <td> <input type="checkbox"/> &gt; 43,560 sq. ft. or smaller than 43,560 sq. ft., not eligible for Tier 1       </td> </tr> </table>		<i>Tier 1</i>	<i>Tier 2</i>	<i>Tier 3</i>	<input type="checkbox"/> 0 - 4,999 sq ft. <input type="checkbox"/> 5,000-9,999 sq ft <input type="checkbox"/> 10,000-14,999 sq ft
<i>Tier 1</i>	<i>Tier 2</i>	<i>Tier 3</i>					
<input type="checkbox"/> 0 - 4,999 sq ft. <input type="checkbox"/> 5,000-9,999 sq ft <input type="checkbox"/> 10,000-14,999 sq ft	<input type="checkbox"/> 15,000 – 43,560 sq. ft.  Individual Permit	<input type="checkbox"/> > 43,560 sq. ft. or smaller than 43,560 sq. ft., not eligible for Tier 1					
<b>16. Proposed Start Date and Brief Activity Description:</b>	12 piles will be installed when there is no longer ice on the lake (anticipated to be April), floats will be constructed on land and floated/attached to piles. 59 slips will be added to existing dock system, floats total 5,327 sf. Pile sf = 38 sf.						
<b>17. Size of Lot or Parcel &amp; UTM Locations:</b>	<input type="checkbox"/> _____ square feet, or <input checked="" type="checkbox"/> 8.4 acres UTM Northing: _____ UTM Easting: _____						
<b>18. Title, Right or Interest:</b>	<input checked="" type="checkbox"/> own <input type="checkbox"/> lease <input type="checkbox"/> purchase option <input type="checkbox"/> written agreement						
<b>19. Deed Reference Numbers:</b>	Book#: 17151 Page: 290	<b>20. Map and Lot Numbers:</b>	Map #: 50 Lot #: 34				
<b>21. DEP Staff Previously Contacted:</b>	Kayla Gray	<b>22. Part of a larger project:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
<b>23. Resubmission of Application?:</b>	<input type="checkbox"/> Yes → <input checked="" type="checkbox"/> No	<b>If yes, previous application #</b>	N/A				
<b>24. Written Notice of Violation?:</b>	<input type="checkbox"/> Yes → <input checked="" type="checkbox"/> No	<b>If yes, name of DEP enforcement staff involved:</b>	N/A				
<b>25. Previous Wetland Alteration:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No						
<b>26. Detailed Directions to the Project Site:</b>	I-95 North to Exit 48, Riverside Street to 302 West, continue for roughly 8 miles and the destination is on your left - Port Harbor Marine of Raymond.						
<b>27. TIER 1</b>		<b>TIER 2/3 AND INDIVIDUAL PERMITS</b>					
<input type="checkbox"/> Title, right or interest documentation <input type="checkbox"/> Topographic Map <input type="checkbox"/> Narrative Project Description <input type="checkbox"/> Plan or Drawing (8 1/2" x 11") <input type="checkbox"/> Photos of Area <input type="checkbox"/> Statement of Avoidance & Minimization <input type="checkbox"/> Statement/Copy of cover letter to MHPC		<input checked="" type="checkbox"/> Title, right or interest documentation <input checked="" type="checkbox"/> Topographic Map <input checked="" type="checkbox"/> Copy of Public Notice/Public Information Meeting Documentation <input checked="" type="checkbox"/> Wetlands Delineation Report (Attachment 1) that contains the information listed under Site Conditions <input checked="" type="checkbox"/> Alternatives Analysis (Attachment 2) including description of how wetland impacts were Avoided/Minimized <input checked="" type="checkbox"/> Erosion Control/Construction Plan <input type="checkbox"/> Functional Assessment (Attachment 3), if required N/A - see Site Condition Report <input type="checkbox"/> Compensation Plan (Attachment 4), if required N/A - see Site Condition Report <input checked="" type="checkbox"/> Appendix A and others, if required <input checked="" type="checkbox"/> Statement/Copy of cover letter to MHPC <input type="checkbox"/> Description of Previously Mined Peatland, if required N/A					
<b>28. FEES Amount Enclosed:</b>	\$334.00 application & licensing fee combined.						

**CERTIFICATIONS AND SIGNATURES LOCATED ON PAGE 2**

**IMPORTANT: IF THE SIGNATURE BELOW IS NOT THE APPLICANT'S SIGNATURE, ATTACH LETTER OF AGENT AUTHORIZATION SIGNED BY THE APPLICANT.**

By signing below the applicant (or authorized agent), certifies that he or she has read and understood the following :

**DEP SIGNATORY REQUIREMENT**

**PRIVACY ACT STATEMENT**

Authority: 33 USC 401, Section 10; 1413, Section 404. Principal Purpose: These laws require permits authorizing activities in or affecting navigable waters of the United States, the discharge of dredged or fill material into waters of the United States, and the transportation of dredged material for the purpose of dumping it into ocean waters. Disclosure: Disclosure of requested information is voluntary. If information is not provided, however, the permit application cannot be processed nor a permit be issued.

**CORPS SIGNATORY REQUIREMENT**

USC Section 1001 provides that: Whoever, in any manner within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals, or covers up any trick, scheme, or disguises a material fact or makes any false, fictitious or fraudulent statements or representations or makes or uses any false writing or document knowing same to contain any false, fictitious or fraudulent statements or entry shall be fined not more than \$10,000 or imprisoned not more than five years or both. I authorize the Corps to enter the property that is subject to this application, at reasonable hours, including buildings, structures or conveyances on the property, to determine the accuracy of any information provided herein.

**DEP SIGNATORY REQUIREMENT**

"I certify under penalty of law that I have personally examined the information submitted in this document and all attachments thereto and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe the information is true, accurate, and complete. I authorize the Department to enter the property that is the subject of this application, at reasonable hours, including buildings, structures or conveyances on the property, to determine the accuracy of any information provided herein. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

Further, I hereby authorize the DEP to send me an electronically signed decision on the license I am applying for with this application by emailing the decision to the address located on the front page of this application (see #4 for the applicant and #8 for the agent)."

Digitally signed

by Robert A.

McSorley

Date: \_\_\_\_\_

Date: \_\_\_\_\_

  
SIGNATURE OF AGENT/APPLICANT

2019.12.20

15:52:00-05'00'

**NOTE: Any changes in activity plans must be submitted to the DEP and the Corps in writing and must be approved by both agencies prior to implementation. Failure to do so may result in enforcement action and/or the removal of the unapproved changes to the activity.**

(pink)

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