

Town of Windham

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MEMO

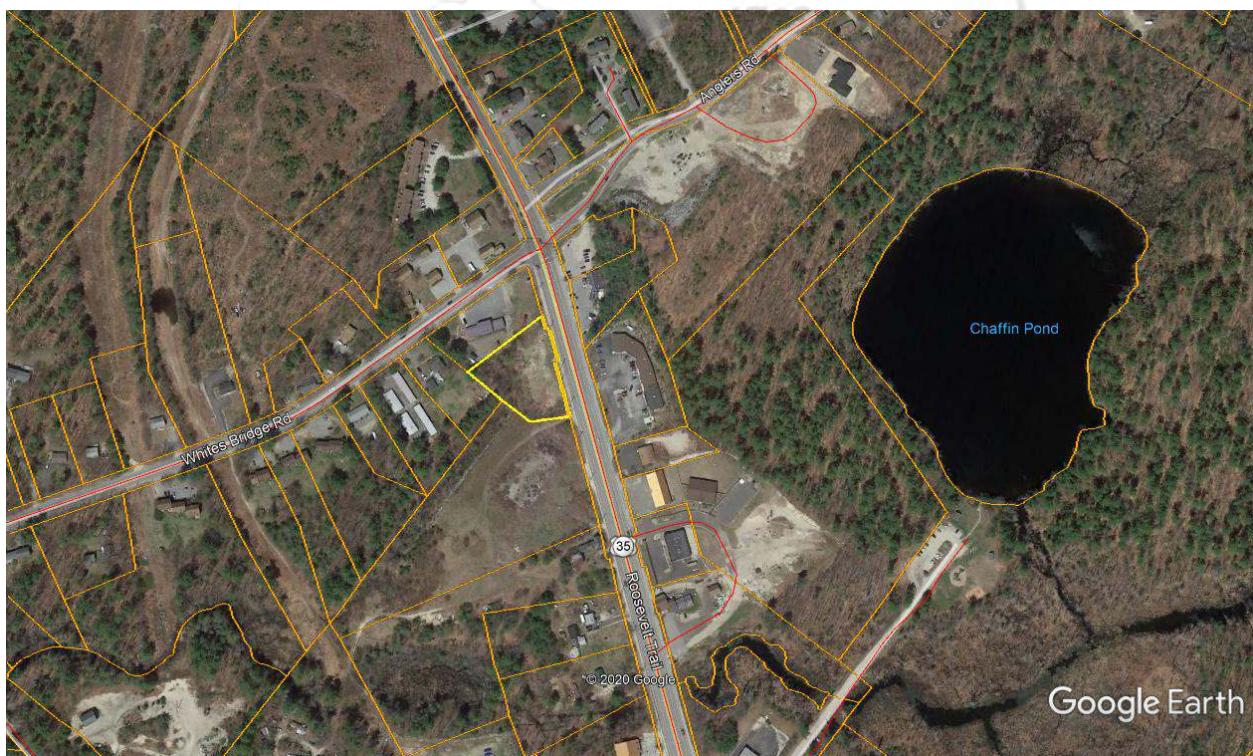
DATE: April 8, 2020

TO: Windham Planning Board
FROM: Amanda Lessard, Planning Director and Jennifer Curtis, Planner
Cc: Dustin Roma, P.E., DM Roma Consulting Engineers
Development Review Team

RE: 20-09 896 Roosevelt Trail Commercial Major Site Plan – Sketch Plan Review
Planning Board Meeting: April 13, 2020

Overview –

This application is for a 7,000 square foot commercial development of 6 buildings on a 1.12 acre lot at 896 Roosevelt Trail. A use for the proposed buildings is yet to be determined. The property is currently undeveloped.



Aerial View of the subject parcels relative to surrounding properties and street network.

A Development Review Team meeting was held on March 31, 2020. Comments received during the meeting are reflected in the memo below.

Tax Map: 18; Lot: 52 Zone: Commercial District 1 (C-1)

SITE PLAN REVIEW

Staff Comments:

1. Waivers: None
1. Complete Application: *N/A with Sketch Plan*

MOTION: ~~The site plan application for project 20-09 896 Roosevelt Trail Commercial is found complete in regard to the submission requirements based on the application checklist, but the Planning Board retains the right to request more information where review criteria are not fully addressed.~~
2. Public Hearing: No public hearing has been scheduled for this project. The Planning Board must determine whether to hold a public hearing on the application.
3. Site Walk: A site walk has not been scheduled for this project. The Planning Board should determine if a site walk is necessary for this project

Findings of Fact and conclusions for the

Windham Planning Board,

MOTION: ~~The Site Plan application for 20-09-896 Roosevelt Trail Commercial on Tax Map: 18, Lot 52 is to be (approved with conditions/denied) with the following findings of fact and conclusions.~~

FINDINGS OF FACT

Utilization of the Site

- The 1.12 acre lot is currently undeveloped with an existing curb cut on Roosevelt Trail.
- Wetlands are identified on the property and shown on the plan.
- The sketch plan application proposes approximately 8,000 square feet of wetland alteration. The total amount of wetlands impacted should be noted on the plan.
- A Maine Department of Environmental Protection (DEP) NRPA permit and an Army Corps of Engineers Permit approving the wetland alteration must be submitted with the Final Plan application.
- An unnamed stream is shown on the plan. The plan should show the DEP required 75 foot setback from the stream. A Maine Department of Environmental Protection (DEP) NRPA

permit is required for any activity within 75 feet of the stream and should be submitted with the Final Plan application.

Vehicular and Pedestrian Traffic

- The subject parcel has approximately 250 feet of frontage on Route 302.
- One driveway entrance is proposed on Route 302. In accordance with Section 406.E.6.d, new, enlarged or rebuilt uses on an arterial road, shall be limited to one (1) curb cut. The entrance will be in the general location of the existing curb cut.
- Sight distances for the entrance must be shown on the final plan.
- Driveway entrances on adjacent abutting properties should be shown on the final plan.
- Development in the C-1 zoning district is subject to the Sidewalk Impact Fee (Section 1201).
- The sketch plan shows 35 parking spaces. The ordinance does not have a minimum number of spaces required but the applicant shall demonstrate that the number of spaces provided onsite will meet the needs of the proposed uses. Section 812.C.(1)(d) requires 30% of the parking spaces to be 10'x20'.
- A traffic impact study must be submitted with the final plan set if the project will generate fifty (50) or more trips during the a.m. or p.m. peak hour.
- If the project generates over 100 peak hour trips and requires a Traffic Movement Permit from the Maine Department of Transportation, it must be submitted with Final Plan.
- The project may be subject to the North Route 302 Road Improvements Impact Fee (Section 1204). A traffic analysis shall be conducted in order to determine the traffic impact and requisite impact fee total, as measured by additional vehicle trips to be generated by a development project that pass through the North Route 302 Capital Improvement District in the peak commuter hour.

Sewage Disposal, Water Quality and Groundwater Impacts

- The project will be served by a private subsurface wastewater disposal system (septic).
- Test pit soil analysis should be submitted with the final plan. The test pit location must be shown on the plan.
- A groundwater impact analysis is required for involving on-site sewage disposal facilities with a capacity of 2,000 gallons per day or more.

Stormwater Management

- The property is located in the Sebago Lake Watershed.
- Per Section 812.E., a stormwater plan needs to be submitted that meets the standards DEP Chapter 500 Stormwater Management.
- In accordance with Section 812.K.3.a, if the project is located in the direct watershed of a body of water most at risk from the development and does not require review under DEP Chapter 500, the Planning Board may require a Phosphorus Control Plan.

- As the proposed site plan is in a Direct Watershed of a Lake Most at Risk from New Development (Sebago Lake), independent professional review is required. An independent third-party reviewer, a Professional Engineer at Gorrell Palmer, Inc, will be performing peer-review of the application in addition to the staff review.
- This project is in the NPDES (National Pollutant Discharge Elimination System) area as designated by the Environmental Protection Agency for the Town of Windham. As a result, there will be additional construction inspection requirements and ongoing requirements for reporting of stormwater infrastructure maintenance as there is more than one (1) acre of development proposed.

Erosion Control

- A soil erosion and sediment control plan must be submitted as part of the Final Plan submission.

Utilities

- The property must be served by underground utilities.
- The project will be served by public water for domestic use.
- A written statement from the Portland Water District indicating that there is adequate water supply to service the use must be submitted with the Final Plan.
- The project will require road opening permits from the Town where public right of way is disturbed.
- The closest fire hydrants are to the south on Route 302 front of the Hearing Aid Center property, and to the north at Anglers Road/Route 302.
- Based on the size of the proposed new building sprinkler systems are not required by the Fire Protection Ordinance; however, a sprinkler system may be required by the building code depending on the use of the building.

Technical and Financial Capacity

- Evidence of financial capacity must be provided as part of the final submission
- Evidence of technical capacity must be provided as part of the final submission.

Landscape Plan

- The final submission should include a landscape plan and planting schedule.
- Snow storage area must be identified on the Final Plan.

Conformity with Local Plans and Ordinances

1. Land Use

- This property meets the minimum lot size requirements and minimum lot frontage requirements of the C1 zoning district.

- The proposed building meets the 10-20 foot maximum setback from Route 302. The project meets the minimum side and rear 6 foot setback.
- The building facade must be oriented parallel to Roosevelt Trail. At least one primary entrance must be located on the building's front façade. The sketch plan shows a sidewalk from the front entrance to Route 302.
- The sketch plan application does not identify a proposed use. The building shall only be occupied by uses that are permitted in the C1 District.
- The Final Plan needs to demonstrate how the project will comply with the Commercial District Design Guidelines in Section 813.
 - Building elevations and sign details should be provided with the final plan submission

2. Comprehensive Plan

- This project meets the goals and objectives of the 2017 Comprehensive Plan. The property is located in the North Windham Growth Area.

3. Others:

Impacts to Adjacent/Neighboring Properties

- The sketch plan shows two proposed dumpster located on a paved pad with an enclosure.
- Site lighting must be shown on Final Plan, and details of fixtures must be included in the submission.

CONCLUSIONS (N/A)

1. The plan for development ~~reflects/does not reflect~~ the natural capacities of the site to support development.
2. Buildings, lots, and support facilities ~~will/will not~~ be clustered in those portions of the site that have the most suitable conditions for development.
3. Environmentally sensitive areas, including but not limited to, wetlands; steep slopes; flood plains; significant wildlife habitats, fisheries, and scenic areas; habitat for rare and endangered plants and animals; unique natural communities and natural areas; and, sand and gravel aquifers ~~will/will not~~ be maintained and protected to the maximum extent.
4. The proposed site plan ~~has/does not have~~ sufficient water available for the reasonably foreseeable needs of the site plan.
5. The proposed site plan ~~will/will not~~ cause unreasonable soil erosion or a reduction in the land's capacity to hold water so that a dangerous or unhealthy condition results.
6. The proposed use and layout ~~will/will not~~ be of such a nature that it will make vehicular or pedestrian traffic no more hazardous than is normal for the area involved.
7. The proposed site plan ~~will/will not~~ provide for adequate sewage waste disposal.
8. The proposed site plan ~~conforms/does not conform~~ to a duly adopted site plan regulation or ordinance, comprehensive plan, development plan, or land use plan.
9. The developer ~~has/does not have~~ adequate financial capacity to meet the standards of this section.

10. The proposed site plan ~~will/will not~~ alone or in conjunction with existing activities, adversely affect the quality or quantity of ground water.
11. The proposed site plan ~~will/will not~~ provide for adequate storm water management.
12. The proposed location and height of buildings or structure walls and fences, parking, loading and landscaping shall be such that it ~~will/will not~~ interfere or discourage the appropriate development in the use of land adjacent to the proposed site or unreasonable affect its value.
13. On-site landscaping ~~does/does not~~ provide adequate protection to neighboring properties from detrimental features of the development that could be avoided by adequate landscaping.

CONDITIONS OF APPROVAL

1. Approval is dependant upon, and limited to, the proposals and plans contained in the application dated March 23, 2020, amended _____, and supporting documents and oral representations submitted and affirmed by the applicant, and conditions, if any, imposed by the Staff Review Committee, and any variation from such plans, proposals and supporting documents and representations are subject to review and approval by the Staff Review Committee or the Town Planner in accordance with Section 814.G. of the Land Use Ordinance.