

Town of Windham

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MEMO

DATE: September 7, 2016

TO: Windham Planning Board
FROM: Amanda Lessard, Planner *AL*
Cc: Ben Smith, Planning Director
Dustin Roma, P.E., DM Roma Consulting Engineers
Development Review Team
RE: 16-17 Little Mountain LLC Self-Storage & Retail - Major Site Plan, Final Plan Review
Planning Board Public Hearing & Meeting: September 12, 2016

Overview –

This application is for a new self-storage facility consisting of a total of approximately 21,250 square foot self-storage facility located in 6 buildings and a 4,445 square foot retail/commercial building located at 968 Roosevelt Trail across Route 302 from Firestorm Business Condos and Microtel. The site is currently developed with an existing commercial building and parking area, which is proposed to be demolished.

The proposed facility will occupy Lot 2A in the Route 302 Subdivision for M.S. Hancock, a 4-lot subdivision approved by the Windham Planning Board in 1984, and amended on January 11, 2016 by the Planning Board to create an additional lot in the subdivision by splitting Lot 2A.

This project appeared as a Sketch Plan at the Board meeting on July 25, 2016. At that meeting the Board discussed the encroachment of the parking areas on the abutting property, the site drainage and the need for large trucks to have adequate space to maneuver between the storage buildings. Since that meeting the applicant has revised the layout of the parking area to be located entirely on the property and storage buildings, increasing the storage capacity from the sketch plan proposal of 16,250 square feet in 3 buildings.

There are numerous staff and peer review comments that must be addressed before the Board may take action on this application.

New comments from the staff memo dated July 19, 2016, appear as underlined text below

Tax Map: 21; Lot: 2A. Zone: Commercial I (C1)

SITE PLAN REVIEW

Staff Comments:

1. Waivers: None
2. Complete Application:

MOTION: The site plan application for project 16-21 Little Mountain Self-Storage & Retail 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.

3. Public Hearing: A public hearing is scheduled for the Board meeting on September 12, 2016.
4. Site Walk: A site walk was held on Saturday August 6, 2016 at 8am.

Findings of Fact and conclusions for the

Windham Planning Board,

The Site Plan application for 16-21 Little Mountain Self-Storage & Retail on Tax Map: 21, Lot: 2A is to be **(approved with conditions/denied)** with the following findings of fact and conclusions.

FINDINGS OF FACT

Utilization of the Site

- The project is located on a 2.1 acre parcel and an existing commercial building and parking area is located on the site. The rear of the site is vegetated and slopes up towards the abutting pipeline property.

Vehicular and Pedestrian Traffic

- The subject parcel has approximately 165 feet of frontage on Route 302, and proposes to locate its entrance in the shared 40' wide right of way as a consolidated curb cut with the adjacent property. The maximum curb cut allowed by the ordinance is forty (40) feet in width. ~~A connection to the adjacent property at 964 Roosevelt Trail is also proposed.~~
- Sight distances for the entrance must be shown on the final plan. Sight distances for the proposed entrance exceed the requirements of 425 feet for the 45 mph posted speed limit. Sight distance exceeds 700 feet looking left, and is approximately 520 feet looking right in the current condition. Sight distance looking right will improve following demolition of the existing building. These distances are included in Section 14 of the August 22, 2016 final plan submission.

- Development in the C-1 zoning district is subject to the Sidewalk Impact Fee (Section 1201).
- The plan shows twenty-two (22) parking spaces. The minimum parking spaces required by the ordinance are 22 parking spaces: 6 parking spaces (0.25 spaces per 1,000.s.f) for the public warehousing use, and 16 parking spaces (3.5 spaces per 1,000 s.f) for the retail use. 30% of these spaces must measure 10'x20'. The applicant is proposing the office/administrative space associated with the storage facilities be located at 964 Roosevelt Trail, which is also owned by the applicant and is occupied by the JMC Storage offices.
- ~~The ordinance requires all parking spaces, access drives and impervious surfaces be located at least five (5) feet from any side or rear lot line, except where a parking lot is shared between two adjoining properties. The sketch plan shows the access drive crossing the lot line with Lot 2A-2.~~
- A traffic impact study is required if the project will generate fifty (50) or more trips during the a.m. or p.m. peak hour.
- An estimate of trip generation is included in the August 22, 2016 final plan submission. The retail use building will generate 12 peak hour trip-ends and the mini warehousing use will generate 6 peak hour trip-ends, for a site total of 18 peak hour trips.
- 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.
- In an email dated August 31, 2016, Will Haskell, P.E., of Gorrill-Palmer Consulting Engineers, requested that a guardrail be added to the easterly side of the lot towards the back as the slop drops down from the existing storage buildings.

Sewage Disposal and Groundwater Impacts

- The development will be served by a private subsurface wastewater disposal (septic) system.
- Soil test pit analysis which indicates soils that will support a septic system for this use must be included with the final plan submission. Test pit locations must be shown on the plan.
- The August 22, 2016 final plan submission states that the existing septic system will be removed and a new septic system will be install as an H-0 load rated concrete chamber system under the parking lot. The applicant is confident that adequate conditions exist to replace the leach bed in the proposed location.

Stormwater Management

- Per Section 812.E., a stormwater plan needs to be submitted that meets the standards DEP Chapter 500 Stormwater Management.
- This project requires a Maine Department of Environmental Protection (DEP) Chapter 500 Stormwater Permit-By-Rule. The permit must be submitted as part of the Final Plan.
- This project is in the NPDES (National Pollutant Discharge Elimination System) MS4 area as designated by the Environmental Protection Agency for the Town of Windham. This may mean there are additional permitting requirements, and ongoing requirements for reporting of

stormwater infrastructure maintenance if the area of development is greater than one (1) acre. See recommended Condition of Approval #2.

- A stormwater management plan street has been included with the August 22, 2016 Final Plan submission. The property currently consists of approximately 35,995 square feet of impervious surfaces. The proposed development will result in a net increase 21,570 square feet. The project will also consist of a total new developed area of 54,490 square feet. Stormwater will be treated by two infiltration basins.
- In an email dated August 31, 2016, Will Haskell, P.E., of Gorrill-Palmer Consulting Engineers, had several comments related to the stormwater plan. He requested additional information related to the infiltration rate use in the model, on the right, title or interest the applicant has to extend site grading onto Lots 2A-1, 2A-2 and 2A-4, and a revision to inlets to the infiltration basins.

Erosion Control

- A soil erosion and sediment control plan has been submitted as Sheet D-1 of the final plan set. It takes the form of a printed best management practices plan rather than on-the-ground designation of erosion control measures.

Utilities

- The project will be served by public water for domestic use.
- The existing Portland Water District service to the existing building will be repurposed to serve the proposed retail/office building. The storage buildings do not require water service.
- Based on the size of the proposed new buildings sprinkler systems are not required by the Fire Protection Ordinance; however sprinkler systems may be required by the building code depending on the materials stored.
- At the Development Team meeting on July 13, Deputy Fire Chief John Wescott stated that the new buildings will require an addressable fire alarm system that meets NFPA standards.
- Electrical service will be brought to the site from Route 302.
- Utility lines must be placed underground.
- The closest fire hydrant on Route 302 is just south of the Enterprise Drive intersection. The hydrant location should be shown on the plan.

Financial Capacity

- The Final Plan application dated August 22, 2016 includes a cost estimate for the project.
- Evidence of financial capacity has been provided in the form of a letter dated August 17, 2016, from Terry Trickey, Vice President at Bangor Savings Bank.

Landscape Plan

- A landscaping plan has been submitted as Sheet L-1 of the final plan set.

Conformity with Local Plans and Ordinances

1. Land Use

- The project meets the minimum lot size and setback requirements of the C-1 zoning district.
- The proposed access entrance on Route 302 meets the performance standards for a curb cut in the C-1 district.

2. Comprehensive Plan

- This project meets the goals and objectives of the 2003 Comprehensive Plan.

3. Others:

- Design Standards, Section 813. The project must meet the design standards of the C-1 zoning district, along with a minimum of 8 of the elective Design Standards.
 - The applicant has supplied a narrative in the final plan submission addressing the Standards in Section 813.A.
 - Building elevations for the retail building and storage buildings have been provided with the final plan submission.
 - Sign details should be submitted.

Impacts to Adjacent/Neighboring Properties

- No pole lighting in the parking area is proposed. Details of building lighting fixtures have been submitted August 22, 2016 final plan submission.
- Impacts to nearby properties should be minimal, based on the proposed use.

CONCLUSIONS

1. The plan for development **reflects** the natural capacities of the site to support development.
2. Buildings, lots, and support facilities **will** 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** be maintained and protected to the maximum extent.
4. The proposed site plan **has** sufficient water available for the reasonably foreseeable needs of the site plan.
5. The proposed site plan **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 not** be of such a nature that it will make vehicular or pedestrian traffic more hazardous than is normal for the area involved.
7. The proposed site plan **will** provide for adequate sewage waste disposal.

8. The proposed site plan **conforms** to a duly adopted site plan regulation or ordinance, comprehensive plan, development plan, or land use ordinance.
9. The developer **has** adequate financial capacity to meet the standards of this section.
10. The proposed site plan **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 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** 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 dependent upon, and limited to, the proposals and plans contained in the application dated July 5, 2016, as amended August 22, 2016, and supporting documents and oral representations submitted and affirmed by the applicant, and conditions, if any, imposed by the Planning Board, and any variation from such plans, proposals and supporting documents and representations are subject to review and approval by the Planning Board or the Town Planner in accordance with Section 814.G. of the Land Use Ordinance.
2. Approval is subject to the requirements of the Post-Construction Stormwater Ordinance, Chapter 144. Any person owning, operating, leasing or having control over stormwater management facilities required by the post-construction stormwater management plan must annually engage the services of a qualified third-party inspector who must certify compliance with the post-construction stormwater management plan on or by May 1st of each year.