

# Town of Windham

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## MEMO

DATE: April 18, 2018

TO: Windham Planning Board  
FROM: Amanda Lessard, Planner *AL*  
Cc: Dustin Roma, P.E., DM Roma Consulting Engineers  
Development Review Team

RE: 18-02 627 Roosevelt Trail Self Storage - Major Site Plan, Final Plan Review  
Planning Board Meeting: April 23, 2018

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### Overview –

This application is for a new self-storage facility consisting of a total of approximately 38,000 square feet of new building construction in 8 separate buildings located at 627 Roosevelt Trail south of River Road. The site (both 625 and 627 Roosevelt Trail) is currently used for boat sales and repair and outside storage and includes two 3,000 square foot buildings.

This project was last before the Board as a Final Plan on March 12, 2018. At that meeting the Board discussed waiver requests from the building façade design standards, site lighting, fence details, and the ability for truck traffic to maneuver within the site. Since then the applicant has revised the building elevations, provided a gate/fence detail, and provided truck turning templates which resulted in a slight reconfiguration of the building locations to improve vehicle circulation.

New staff comments from the memo dated March 8, 2018 are shown as underlined text in the memo below.

Tax Map: 53; Lots: 37 and 37C. Zone: Commercial I (C1)

### SITE PLAN REVIEW

#### Staff Comments:

1. Waivers:
  - a) Commercial District Design Standards, Facade (Section 813.A.5.e)

*The design standards state that no uninterrupted façade shall exceed 50 horizontal feet. The applicant proposes gable end flashing and fake windows to break up the visual appearance of the longer wall facing Roosevelt Trail.*

2. Complete Application:

**MOTION:** The final site plan application for project 18-02 627 Roosevelt Trail Self-Storage 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 was held at the March 12, 2018 Planning Board meeting.

4. Site Walk: At the Planning Board meeting on January 8, 2018 the Planning Board determined that a site walk was not necessary for this project.

Findings of Fact and conclusions for the

**Windham Planning Board,**

**MOTION:** The Site Plan application for 18-02 627 Roosevelt Trail Self Storage on Tax Map: 53, Lots: 37 and 37C is to be **(approved with conditions/denied)** with the following findings of fact and conclusions.

**FINDINGS OF FACT**

**Utilization of the Site**

- The site is currently used for boat sales and repair and outside storage and includes an existing 3,000 square foot building.
- The project is located over two parcels that when reconfigured as proposed on the site plan will total 2.39 acres.

**Vehicular and Pedestrian Traffic**

- The subject parcel has approximately 40 feet of frontage on Route 302.
- A forty foot wide entrance is shown on the final plan, utilizing an existing curb cut. 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 deed describes an access and utility easement across the property to the single family home located at 629 Roosevelt Trail identified on Tax Map 53 Lot 36. Based on the deed included in the March 1, 2018 submission, this easement has been extinguished.
- Sight distances for the entrance must be shown on the final plan.
- The final plan submission states that the sight distance at the existing driveway exceeds 500 feet in each direction.

- The plan shows eleven (11) parking spaces. The minimum parking spaces required by the ordinance for public warehousing is ten (10) parking spaces (0.25 spaces per k.s.f). 30% of these spaces must measure 10'x20'.
- The applicant should verify that the spacing between Buildings 3 thru 7 allows for turning and backing for a minimum of SU-30 vehicles.
- A traffic impact study is not required as the project will not generate fifty (50) or more trips during the a.m. or p.m. peak hour.
- 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.
- The final plan submission states that the personal warehousing use is expected to generate 10 peak hour trip ends.
- In a revised grading and utility plan dated March 1, 2018, shared driveway access to Lot 37 is shown on the plan.
- In an email dated March 1, 2018 Town Engineer Jon Earle, PE, requested a detail on the closure of the existing entrance and sidewalk construction, the sight distance shown on the plan and address vehicle maneuverability on the site.
- Revised plans dated March 30, 2018 show sight distances at the entrance exceeding 500 feet in each direction, construction details for the repair of the sidewalk, and revised building locations to provide a minimum of 30 foot wide turning aisles at the end of buildings 4 and 5 to improve vehicle circulation.
- The submission dated March 30, 2018 includes a turning template for an SU-30 vehicle can maneuver throughout the site.

### **Sewage Disposal and Groundwater Impacts**

- The development will be served by a private subsurface wastewater disposal (septic) system.
- A septic design with test pit information from James Mancini, LSE is included in the final submission. The proposed septic system is shown on Sheet GU-1.
- Existing septic systems on site should be shown on the plan.

### **Stormwater Management**

- Per Section 812.E, a stormwater plan needs to be submitted that meets the standards DEP Chapter 500 Stormwater Management.
- The sketch plan submission states that there will not be an increase in runoff as a result of the proposed redevelopment as the existing site is almost entirely impervious surface.
- 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.

- The final plan submission explains that the development proposed to revegetation approximately 22,000 square feet that is currently a gravel surface used for boat storage and that stormwater infiltration structures that will collect stormwater runoff close to the point source and infiltrate the water back into the ground.
- In an email dated March 1, 2018 Town Engineer Jon Earle, PE, requested additional information about the maintenance of the stormwater drainage area and infiltrator catch basins and verification whether the infiltration catch basins will need to be registered with Maine DEP through the Class V injection program.
- The submission and revised plans dated March 30, 2018 includes a construction detail/cross section for the proposed stormwater infiltration area, a maintenance plan for the stormwater facilities, and a copy of the Class V Underground Injection Control registration form. The applicant proposes that registration with MaineDEP of the Class V underground injection control (UIC) wells is a condition of approval. See Condition #2.
- In an email dated April 11, 2018 Town Engineer Jon Earle, PE, stated that the drainage area detail is adequate but requested clarification that the stormwater basin will not be used for snow storage.

### **Erosion Control**

- A soil erosion and sediment control plan has been submitted on Sheet D-1 of the plan set dated February 18, 2018.

### **Utilities**

- The project will be served by public water for domestic use.
- An email dated February 28, 2018 from Robert Bartels at the Portland Water District indicating that there is adequate water supply to service the use and that a new service must be installed and the existing service must be retired when the existing building is demolished.
- 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.
- Utility lines must be placed underground.
- The closest fire hydrant on Route 302 is just north of the Page Road intersection. The hydrant location is shown on the plan.

### **Financial Capacity**

- Evidence of financial capacity has been provided in the form of a letter dated February 12, 2018 from Kimberly A. Donnelly, Senior Vice President at Gorham Savings Bank.

### **Landscape Plan**

- Landscaping of the front landscape buffer and driveway entrance are shown on sheet S-1 of the final plan set. A 50 foot landscape buffer is identified adjacent to the RM zoning district boundary on the south side of the property.
- In an email dated March 1, 2018 Town Engineer Jon Earle, PE, asked if the landscape buffer will include any additional plantings or vegetation.
- The submission dated March 30, 2018 states that the landscape buffer strip will be maintained as lawn area along the southern property line. The existing stand of large pine trees, along with the existing fence, provides adequate buffering.
- In an email dated April 11, 2018 Town Engineer Jon Earle, PE, stated that the existing stand of pine trees should be shown on the plan.

### **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 two proposed entrances on Route 302 do not meet the performance standards for a curb cut in the C-1 district.

#### **2. Comprehensive Plan**

- This project meets the goals and objectives of the 2017 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 eight (8) of the elective Design Standards.
  - The applicant has supplied a narrative in the February 19, 2018 submission addressing the Standards in Section 813.
  - A detail of the proposed freestanding sign should be submitted.
  - Building elevations were submitted as part of the final plan set. Snow storage areas and landscaping are shown on the site plan.
    - The building elevations do not appear to comply with the roofline standards (pitch roof at least 5/12 or flat roofs provided that the design creates no horizontal line greater than 50 feet). Buildings 1 and 3 have 3/12 roofs and the remaining buildings have 0.5/12 roofs.
    - The building elevations do not appear to comply with the façade standard (horizontal facades greater than 50 feet shall incorporate wall plan projections or recesses).
  - The applicant has submitted revised building elevations shown on Sheet EL-1 dated March 1, 2018 and is requesting a waiver from the façade standard.
    - Cupolas have been added to buildings 1 and 3 to break up the flat roofline.
    - The mechanical equipment is visible in the East and West Elevations.

- False windows have been added to buildings 1 and 3 to break up the visual appearance of the longer wall facing Roosevelt Trail.
- The applicant has submitted revised building elevations shown on Sheet EL-1 dated March 30, 2018 as well as a detail of the proposed freestanding sign and a photograph depicting the proposed black steel gate.
  - Each building will have a matching 3/12 roof pitch.
  - Flashing at the gable ends provide for an overhang appearance, shown on included photographs.

### Impacts to Adjacent/Neighboring Properties

- The final plan submission states that the buildings will include security lighting of approximately on fixture every 50 feet. A lighting cut sheet was included with the submission. No pole mounted lights are proposed.
- The property is abutted by the Brookhaven Subdivision in the Medium Density Residential District on the south side at the rear. Section 406.E.6.b states that all properties in the C1 district that abut a residential use, or undeveloped parcel, located in a residential zoning district shall provide a fifty (50) foot buffer along the zoning district boundary line. The buffer may be open spaces, landscaped areas, fences, walls, berms, or any combination thereof used to physically separate or screen one use or property from another so as to visually shield or block noise, lights, or other nuisances.
- The final plan shows the existing fences along the RM District Boundary and the proposed 50 foot landscape buffer.
- The submission and revised plans dated March 30, 2018 includes a photometric plan and lighting details.

### 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 no 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 plan.
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** 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 December 18, 2018, as amended March 30, 2018, 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. The infiltration wells shall be registered with the Maine Department of Environmental Protection Class V Underground Injection Control (UIC) program prior to installation.