

Town of Windham

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MEMO

DATE: November 5, 2018

TO: Windham Planning Board
FROM: Amanda Lessard, Planner *AL*
Cc: Tom Greer, PE – Walsh Engineering Associates, Inc.
Jon Earle, PE – Town Engineer

RE: 18-34 989 Roosevelt Trail Lumber Warehouse: Minor Site Plan, Final Plan Review
Planning Board Meeting: November 14, 2018

Overview –

This application is for a 1,760 square foot addition to an existing retail building to be used for woodworking and lumber storage at 989 Roosevelt Trail. The facility is proposed on a 34,491 acre lot that was divided in 2017. The Portland Pipeline Company has an easement across the property. The application proposes two entrances onto Route 302 – one will be gated and only used as an exit for trucks.



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

The application also describes a renovation to the existing residential unit in the existing building. Town assessing records list the second floor as unfinished and the code records do not show a permitted residential use. A 1996 building permit notes that the upstairs will be used for storage only. The submission states that no sprinklers are required based on findings from the State Fire Marshall's Office. Section 522 of the Land Use Ordinance requires that mixed use buildings be equipped with a sprinkler system. Although this application is intended to focus solely on the addition, staff recommends a condition of approval that mixed use buildings require a sprinkler system.

This application has been classified as a minor development as the addition is fewer than five thousand (5,000) square feet of nonresidential floor area, however the project is being reviewed by the Planning Board in order to consider the waiver request from the number of curb cuts as the Staff Review Committee does not have the authority to waive this performance standard.

Tax Map: 21; Lot: 18. Zone: Commercial I (C-1).

SITE PLAN REVIEW

Staff Comments:

1. Waivers:

a) Section 518.2.a – Curb Cuts and Driveway Openings, Performance Standard

In the C-1 District a parcel shall be limited to one (1) curb cut on the same street. The Planning Board may waive the standard by applying the applicable waiver criteria of Section 800. Given the size of the lot, the location of the gas pipelines, that adequate spacing has been provided between the 2 curb cuts, and that the second entrance will be gated and limited to exiting truck traffic, this standard could reasonably be waived.

2. Complete Application:

MOTION: The Minor Site Plan application for project 18-34 989 Roosevelt Trail Lumber Warehouse 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: The Planning Board should determine if a public hearing is necessary for this project. A public hearing is not required by ordinance for Minor Site Plans, but the Staff Review Committee has the authority to hold a public hearing, depending on the scope and location of the project.

4. 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 Minor Site Plan application for 18-34 989 Roosevelt Trail Lumber Warehouse on Tax Map: 21, Lot 18 is to be **(approved with conditions/denied)** with the following findings of fact and conclusions.

FINDINGS OF FACT

Utilization of the Site

- The property is 0.79 acres and is location of the California Paint Store building that has been vacant for some time. The parcel is encumbered by a Portland Pipeline Company easement and three gas lines cross the site.

Vehicular and Pedestrian Traffic

- There is an existing entrance on to Roosevelt Trail, a paved public street. The applicant proposes to improve the existing entrance to be 35 feet wide with 25 foot radii to accommodate turning trucks. A second entrance, 22 feet wide with 20 foot radii, is proposed 150 feet from the primary entrance. This second entrance is noted on the site plan with a gate for truck traffic only to be closed at all times except when a truck needs to exit the site. Section 518.2.a states that one (1) curb cut shall be permitted in the C-1 zone. The applicant has requested a waiver from this standard.
- Sight distances for both entrances are shown on the site plan and exceed the minimum requirement.
- Development in the C-1 zoning district is subject to the Sidewalk Impact Fee (Section 1201).
- The site plan shows five (5) parking spaces and one (1) ADA parking space. 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 use. The application states that the use will have 1-3 employees. An additional parking layout detail is shown on Sheet C2.1. Sufficient parking for employees and customers is available.
- The project is in the collection area for the North Route 302 Road Improvements Impact Fee (Section 1204). The warehouse addition is not expected to generate additional vehicle trips that pass through the North Route 302 Capital Improvement District in the peak commuter hour.
- The final plan submission states that all the uses on the property are expected to generate 30 trips per day.

Sewage Disposal, Water Quality and Groundwater Impacts

- The use will be served by a private subsurface (septic) system.
- Test pit soil analysis is shown on the HHE-200 form designed by Mark Hampton LSE dated May 22, 2018. The test pit is shown on the plan.
- The property is located in the Sebago Lake Watershed.

- The proposed use should not have a significant impact on the quantity or quality of area groundwater.

Stormwater Management

- A stormwater management report dated October 1, 2018 was submitted with the final plan. The site generally drains to a low area in the front with some area draining to the rear. The additional 10,700 sq ft of building and pavement will drain to the existing area adjacent to 302 and a stone rock sandwich will be used to drain the area above the site under the exit driveway. The stormwater will infiltrate in these areas.
- In an email dated October 11, 2018 Town Engineer Jon Earle, PE commented that the plan shows one subcatchment tributary to the proposed rock sandwich BMP but it appears that a second analysis point should be considered at the northerly property line to verify that the flooding standard is being met at this location.
- The applicant responded to comments in a letter dated October 12, 2018 that the soils on site are gravel, hydrologic soils Group A. All the water infiltrates in the center of the site eliminating runoff from the parking area at Route 302. Calculations were considered unnecessary.
- A revised stormwater management report dated October 26, 2018 was submitted in response to review comments.
- In an email dated October 31, 2018 Town Engineer Jon Earle, PE stated that the revised treatment narrative and calculation meet Chapter 500 and he has no further comment.

Erosion Control

- A soil erosion and sediment control plan was submitted with the plan set on Sheet C2.0.

Utilities

- A new electric service connection is proposed. The electrical service is shown on the site plan to be underground on the property.
- The property is currently served by public water. The site plan shows a new 1.5" water service connection and abandoning the existing water service in conformance with Portland Water District standards.
- An Ability to Serve Letter dated October 22, 2018 from the Portland Water District states that the proposed project can be served with the existing 1" domestic water service with the installation of an approved backflow prevention device.
- There is an existing fire hydrant on Roosevelt Trail near the proposed exit driveway. The hydrant location is shown on the plan.
- The application narrative describes a renovation to the existing residential unit in the existing building. Town assessing records list the second floor as unfinished and the code records do not show a permitted residential use. A 1996 building permit notes that the upstairs will be used for storage only. The submission states that no sprinklers are required based on findings from the State Fire Marshall's Office. Section 522 of the Land Use Ordinance requires that mixed use buildings be equipped with a sprinkler system. As the

site plan does not show a fire service water line to the building or documentation that the proposed service is adequate for fire flows, see Condition of Approval #2.

Technical and Financial Capacity

- A letter dated September 28, 2018 from Peter Godsoe, Vice President at Norway Savings Bank. has been provided as evidence of financial capacity.
- The applicant has provided information on the licensed professionals working on this project as evidence of technical capacity.

Landscape Plan

- Proposed landscaping is shown on the site plan and additional detail are shown on Sheet C2.1.
- Based on comments from the Portland Pipeline Company, one tree was removed from the site plan dated October 29, 2018.

Conformity with Local Plans and Ordinances

1. Land Use
 - This project meets the minimum lot size requirements and minimum lot frontage requirements of the C-1 zoning 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-zoning district.
 - A narrative address the design standards and building elevations were provided with the final plan submission.

Impacts to Adjacent/Neighboring Properties

- The Final Plan submission includes a photometric analysis and a cut sheet of the proposed building mounted light fixture.
- The use is not expected to generate a significant amount of solid waste so will not need to have a dumpster location on site. The site plan application states that solid waste will be handled by a private waste hauler and stored inside until pick up is scheduled.
- The impacts of the proposed use to neighboring properties should be negligible.

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 dependant upon, and limited to, the proposals and plans contained in the application dated October 1, 2018, amended October 29, 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. Mixed use buildings shall be equipped with a sprinkler system.