

# Town of Windham

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## MEMO

DATE: November 21, 2018

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

RE: 18-37 Roosevelt Trail Self Storage - Major Site Plan, Sketch Plan Review  
Planning Board Meeting: November 26, 2018

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### Overview –

This application is for a new self-storage facility consisting of a total of approximately 18,000 square feet of new building construction in three (3) 6,000 square feet buildings on a 1.38 acre property on Route 302 south of the Dollar General. The site is currently undeveloped.



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

A Development Team meeting was held on November 19, 2018. Comments from that meeting are incorporated into the memo below.

Tax Map: 12; Lot: 67-3. Zone: Commercial 3 (C3)

### SITE PLAN REVIEW

#### Staff Comments:

1. Waivers: *The Planning Board cannot act on waivers or potential waiver requests at the Sketch/Preapplication review phase. It is appropriate to discuss potential waiver requests to give the applicant guidance.*
  - a. Commercial District Design Standards, Roofline (Section 813.A.4.a)  
*The design standards state that when pitched roofs are used, the minimal pitch shall be 5/12. The applicant proposes 3/12 pitch.*

2. Complete Application: N/A for sketch plan

~~**MOTION:** The site plan application for project 18-37 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 has not been scheduled for this project.
4. Site Walk: A site walk has not been scheduled for this project, but the Board should discuss whether a site walk will be required prior to the next submission.

Findings of Fact and conclusions for the

#### **Windham Planning Board,**

~~The Site Plan application for 18-37 Roosevelt Trail Self Storage on Tax Map: 12, Lot: 67-3 is to be (approved with conditions/denied) with the following findings of fact and conclusions.~~

### FINDINGS OF FACT

#### **Utilization of the Site**

- The 1.38 acre property is currently undeveloped.

#### **Vehicular and Pedestrian Traffic**

- The subject parcel has frontage on Route 302 and a 50-foot right of way that includes the driveway for the single-family dwelling at 361 Roosevelt Trail.

- Entrance to the property will be provided from the existing driveway.
- Existing fire hydrants are located on Gray Road at the southern corner of the intersection of Webb Road and to the north in front of 313 Gray Road.
- At the Development Team Meeting on November 19, 2018 Public Works Director Doug Fortier stated the applicant should check with Maine DOT to determine if a new entrance permit was required for the existing driveway for the change in use.
- Sight distances for the entrance must be shown on the final plan.
- The sketch plan does not show any parking spaces. No minimum number of parking spaces are required. The applicant should demonstrate that the number of spaces provided onsite will meet the needs of the anticipated uses on the property.
- 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 ordinance states that site plan shall provide for a system of pedestrian ways within the development appropriate to the type and scale of development. This system shall connect the major building entrances/exits with parking areas and with existing sidewalks, if they exist. There is an existing sidewalk on the adjacent Dollar General property.

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

- No wastewater will be generated by this use, as no restroom facilities are proposed.

### **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. The permit must be submitted as part of the Final Plan.

### **Erosion Control**

- A soil erosion and sediment control plan must be submitted with the final plan set. This may take the form of a printed best management practices plan rather than on-the-ground designation of erosion control measures.

### **Utilities**

- No water service is proposed for this use.
- Existing fire hydrants are located on Roosevelt Trail south of the rotary at Hancock Lumber.
- At the Development Team Meeting on October 1, 2018 Deputy Fire Chief John Wescott stated that property is more than 1,000 feet from the existing hydrant so any buildings over 4,000 square feet require sprinkler systems, per the fire protection code. The building could

be separated by firewalls, however sprinkler systems may be required by the building code depending on the materials stored.

- Utility lines must be placed underground.

### **Financial Capacity**

- As part of the next submission, the applicant must show an estimate the total project costs, and submit evidence of financial capacity to complete the project as proposed.

### **Landscape Plan**

- A landscaping plan must be submitted as part of the final plan set.
- A 20 foot landscaped buffer must be provided on the frontages for Route 302 and the existing paved driveway right-of-way.

### **Conformity with Local Plans and Ordinances**

#### 1. Land Use

- The project meets the minimum lot size and setbacks for C-3 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-1 zoning district.
  - Building elevations, fencing, and sign details should be provided with the final plan submission.

### **Impacts to Adjacent/Neighboring Properties**

- Site lighting must be shown on the Final Plan, and details of fixtures must be included in the submission.

### **CONCLUSIONS**

- ~~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

#### CONDITIONS OF APPROVAL

1. Approval is dependent upon, and limited to, the proposals and plans contained in the application dated November 5, 2018, as amended \_\_\_\_, 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.