

# Town of Windham

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## MEMO

DATE: April 4, 2019

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

RE: 18-37 Roosevelt Trail Self Storage - Major Site Plan, Final Plan Review  
Planning Board Meeting: April 8, 2019

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### Overview –

This application is for a new self-storage facility consisting of a total of approximately 17,675 square feet of new building construction in three (3) buildings on a 1.38 acre property on Route 302 south of the Dollar General. The site is currently undeveloped.

This project was last before the Board as a Final Plan on March 25, 2019. At that meeting the Board granted a waiver from the façade design standard and agreed that a sidewalk was not necessary but did not take further action on the application as the applicant had not demonstrated adequate right, title or interest for the access drive, grading and landscaping area. Since then, the applicant has submitted corrective deeds that includes a reference to the fifty foot wide easement.

Underlined text in the memo below shows new information included with the Final Plan Submission and new staff comments from the memo dated March 21, 2019.

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

### SITE PLAN REVIEW

#### Staff Comments:

1. Waivers:
  - a. Commercial District Design Standards, Facade (Section 813.A.5.e)  
*Granted March 25, 2019*
2. Complete Application: *Staff has found the application complete.*

**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 was held at the February 11, 2019 Planning Board meeting.
4. Site Walk: At the meeting on February 11, 2019 the Planning Board voted to cancel the requirement for a site walk.

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 200 feet frontage on Route 302. The final application describes a 50-foot right of way that includes the driveway for the single-family dwelling at 361 Roosevelt Trail. The applicant should provide evidence of this easement.
- The February 11, 2019 submission stated that the applicant's representative confirmed with the attorneys that are handling the closing of the property sale that the property will be conveyed with the required access easement over the existing driveway for the entire 300 foot depth of the property and suggested a condition of approval. Evidence of right, title and interest is a required submission item and cannot be a condition of approval.
- On April 4, 2018 the applicant provided corrective deeds that references the fifty (50) foot wide easement over the Wright property that is to be used for all purposes for which a town road may be utilized.
- Entrance to the property will be provided from the existing driveway.
- 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 final plan submission states that the vehicle sight distance at the driveway exceeds 500 feet in each direction.

- The final plan shows five (5) 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 final plan submission states that the use is expected to generate 9 peak hour trips. The application should provide the trip generation for the AM and PM and Saturday peak hour and daily traffic.
- The February 11, 2019 submission states that the 18,000 SF mini-warehouse project is anticipated to generate 45 total daily vehicle trips, 7 peak hour trips on Saturday, 2 trips in the AM Peak Hour and 5 trips in the PM 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.
- At the Planning Board meeting on November 26, 2018 the Board asked to see a sidewalk connection to the adjacent property. No sidewalk is shown on the final plan.
- In an email dated January 27, 2019, Will Haskell P.E. of Gorrill-Palmer, requested turning movements for fire trucks around the perimeter of the site and asked the applicant to address the question regarding the DOT entrance permit.
- The application responded to comments on February 11, 2019 that they have discussed the existing driveway entrance with Maine DOT and they have indicated by phone that a Driveway Entrance Permit modification is not necessary based on the historical use of the property as a commercial use. A response in writing was requested for the file.
- The submission dated March 1, 2019 includes a vehicle turning movement diagram for a 40 foot bus, which is the size of a typical fire truck. The plans have been revised to reduced the size of the and setbacks of the buildings.
- No sidewalk is shown on the plans dated February 25, 2019. The March 1, 2019 submission narrative states that frontage of the site along Roosevelt Trail has been reserved for the required landscaping buffer and stormwater management pond which does not provide space to incorporate the paved side walk. The application does not anticipate the need to provide a connection from this facility to the Dollar General.
- In an email dated March 12, 2019, Will Haskell P.E. of Gorrill-Palmer, stated he had no further technical/engineering comments on this project.

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

- No wastewater will be generated by this use, as no restroom facilities are proposed.
- The final plan submission states that in the event water and sewer utilities are required by the property owner, a new leach field will be installed as a concrete-chambered system under the new parking lot area and an HHE-200 application will be prepared by a licensed site evaluator as part of the building permit process. A site plan amendment will be required if a septic system will be needed as part of this project.

## **Stormwater Management**

- Per Section 812.E., a stormwater plan needs to be submitted that meets the standards DEP Chapter 500 Stormwater Management.
- If 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.
- A stormwater management plan has been submitted as part of the January 23, 2019 Final Plan submission. The proposed development will create approximately a total of 43,231 square feet of new impervious area and will treat the runoff with one (1) underdrain filter basin to treat 97% of the new impervious surfaces and 96% of the new developed areas. The applicant will be responsible for the maintenance of the stormwater facilities.
- In an email dated January 27, 2019, Will Haskell P.E. of Gorrill-Palmer, requested the HydroCAD summary details of the underdrain soil filter pond (FB-1) before completing review to the stormwater calculations. He also noted that the outlet pipe for the underdrain soil filter extends 20+ feet into the Route 302 right-of-way and asked if that was acceptable to Maine DOT.
- The applicant responded to comments on February 11, 2018 and revised the outlet pipe for the underdrained soil filter so that it discharges at the property line. The road ditch will be graded to allow for positive drainage. MaineDOT must approve the riprap and grading in the Route 302 right-of-way.
- A revised stormwater management plan was included in the March 1, 2019 submission that raised the emergency spillway and provided calculation to determine if it is adequately sized.
- In an email dated March 12, 2019, Will Haskell P.E. of Gorrill-Palmer, stated he had no further technical/engineering comments on this project.

## **Erosion Control**

- An erosion and sedimentation plan, prepared by DM Roma Consulting Engineers, dated January 22, 2019, has been submitted as part of the Final Plan. Notes and details are shown on Drawing D-1.

## **Utilities**

- No water service is proposed for this use.
- The closest fire hydrant on Route 302 is near the Hancock Lumber property, approximately 1,700 feet from the project location.
- 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.

- Underground utilities are shown on Sheet GU-1 of the final plan set.
- In an email dated January 27, 2019, Will Haskell P.E. of Gorrill-Palmer, recommend that the underground utility installation be constructed below the liner for the underdrain soil filter and noted that a second utility pole coming from the south is not shown on the development plans that is shown on the survey plan.
- The applicant responded to comments on February 11, 2018.

### **Financial and Technical Capacity**

- An estimated cost of development is included in the Final Plan submission.
- A letter dated February 11, 2019 from Matthew Romano, Market Manager at People's United 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**

- Landscaping with a detailed plant list is shown on the final site plan dated January 22, 2019.
- A 20 foot landscaped buffer must be provided on the frontages for Route 302 and the existing paved driveway right-of-way.
- The landscaped buffer along the driveway right-of-way extends into the 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.
    - The applicant has supplied a narrative in the January 23, 2019 submission addressing the Standards in Section 813.
    - Building elevations were submitted as part of the final plan set.
      - Buildings have 5/12 pitched roofs and faux, back-lit windows and a partial stone façade are proposed on the front elevations.
      - The building elevations do not comply with the facade standard (horizontal facades greater than 50 feet shall incorporate wall plan projections or recesses). The applicant is requesting a waiver from this standard.
    - If a sign is proposed, a sign detail should be submitted.

- A detail of the sliding gate should be submitted. The application is proposing to retain an existing chain link fence.
- Snow storage areas are not shown on the plan. The narrative states that the perimeter of the paved access/driveway, except for the westerly site (Roosevelt Trail frontage associate with the proposed underdrained filter will be designated as snow storage areas.
- The March 1, 2019 submission included a revised site plan that staggering the depths from the road frontage and a cupola will also be proposed on the middle building to provide a visual breakup of the rooftop.
- Chapter 221 Street Naming and Addressing: Prior to issuance of building permits, the Town Addressing Officer must approve a street name for the private driveway ROW.

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

- The final plan submission states that the buildings will include security lighting over the doorway. There are no proposed pole mounted lights. A cut sheet for the lighting fixture is included in the final plan submission.

### **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** 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/does not have** 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

#### 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 April 4, 2019, 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.