

Town of Windham

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MEMO

DATE: February 6, 2020

TO: Windham Planning Board
FROM: Jennifer Curtis, Planner
Cc: Amanda Lessard, Planning Director
Development Review Team
Daniel Diffin, PE, Sevee & Maher Engineers, Inc

RE: 20-01 Bangor Savings and Cross Office Major Site Plan – Sketch Plan Review
Planning Board Meeting: February 10, 2020

Overview –

This application is for a combined Bangor Savings Bank branch with a drive-through and Cross office building. The building is to be located at the busy northeast corner of the intersection of Route 302 and Route 115 and is bounded on the east by Abby Road. The project site is comprised of two lots. Existing buildings are to be demolished.

The project is located on Tax Map 67, Lots 54 and 55. The project is located in and surrounded by the Commercial District 1 (C1) zone.

A Development Review Team meeting was held on January 31, 2020. Comments received during the meeting are reflected in the memo below.

Tax Map: 67; Lots 54, and 55 Zone: Commercial District 1 (C-1)



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

SITE PLAN REVIEW

Staff Comments:

1. Waivers: None
1. Complete Application: *N/A with Sketch Plan*

MOTION: ~~The application for project 20-01 Bangor Savings and Cross Office 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.~~

2. Public Hearing: No public hearing has been scheduled for this project. The Planning Board must determine whether to hold a public hearing on the application.

3. 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 Staff Review Committee,

MOTION: ~~The Site Plan application for 20-01 Bangor Savings and Cross Office on Tax Map: 67, Lots 54 and 55 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 occupied by two commercial structures and paved parking area. The existing structures will be removed and replaced by the new bank branch and office building, parking and reconfigured site accessways. The proposed uses are “Service Business, Commercial”, and “Business and Professional Office” – both uses are permitted in the C1 District.

Vehicular and Pedestrian Traffic

- The proposed project will include a two-lane drive through, a drive through bypass lane, and a 23-space paved parking area.
- The site is bordered by Route 302 on the West, Route 115 on the south and Abby Road on the east.
- The site currently has two two-way curb openings on Route 302, one two-way curb opening on 115, and three two-way curb openings on Abby Rd. The sketch plan depicts one two-way curb opening on 302, the maximum distance from the intersection, one narrow angled entryway only curb opening for right-turning traffic on Route 115, and a single two-way entrance from Abby Road, the maximum distance from the intersection with 115.
- All access drives are located 5’ from a side or rear lot line.
- 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.
- 812.C.(1)(d) requires 30% of the parking spaces to be 10’x20’.
- A traffic impact study must be submitted with the final plan set if the project will 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 applicant states that internal site circulation is designed to minimize conflict between vehicles and pedestrian traffic.

Sewage Disposal, Water Quality and Groundwater Impacts

- The project will be served by a subsurface wastewater disposal system.
- Test pit soil analysis should be submitted with the final plan. The test pit location must be shown on the plan.
- A groundwater impact analysis is required for involving on-site sewage disposal facilities with a capacity of 2,000 gallons per day or more.

Stormwater Management

- The property is located in the Presumpscot River Watershed.
- This project is in the NPDES (National Pollutant Discharge Elimination System) area as designated by the Environmental Protection Agency for the Town of Windham. As a result, there will be additional construction inspection requirements and ongoing requirements for reporting of stormwater infrastructure maintenance as there is more than one (1) acre of development. See recommended Condition of Approval #2.
- At the Development Review Team Meeting on January 31, 2020, the applicant was advised that the stormwater should be treated on-site. The applicant was told by Public Works Director Doug Fortier that similar to other projects in the area, they would be allowed to connect the overflow to the existing public stormwater drainage system in the area.

Erosion Control

- A soil erosion and sediment control plan must be submitted as part of the Final Plan submission.

Utilities

- The property must be served by underground utilities.
- The application indicates that the site will be served by gas.
- A new water line will feed the building from Route 115.
- The project will require road opening permits from the Town for each public right of way that is disturbed.
- There is an existing hydrant on Route 115 near the intersection with Abby Road. The building does not need to be sprinklered, as it is under 7,500 sf.
- The building will have a roof-mounted solar array.

Technical and Financial Capacity

- Evidence of financial capacity must be provided as part of the final submission
- Evidence of technical capacity must be provided as part of the final submission.

Landscape Plan

- The applicant is proposing to keep the mature landscaping at the corner.
- The final submission should including a planning schedule for any additional planting.
- Snow storage area must be identified on the Final Plan.

Conformity with Local Plans and Ordinances

1. Land Use
 - This property meets the minimum lot size requirements and minimum lot frontage requirements of the C1 zoning district.
 - The property is a corner lot as defined in Section 300 and in accordance with Section 532, the project complies with both the maximum front setback requirements on Roosevelt and Tandberg Trail and the remaining two sides of the lot meet the minimum side yard requirements of the C1 zoning district.
 - The Final Plan needs to demonstrate how the project will comply with the Commercial District Design Guidelines.
2. Comprehensive Plan
 - This project meets the goals and objectives of the 2017 Comprehensive Plan. The property is located in the North Windham Growth Area.
3. Others:

Impacts to Adjacent/Neighboring Properties

- The applicant indicated that lighting will be designed for pedestrian safety, and will meet the photometric standard at the lot lines.
- A proposed dumpster will be located on a paved pad with an enclosure.
- The impacts of the proposed use to neighboring properties should be negligible.
- Site lighting must be shown on Final Plan, and details of fixtures must be included in the submission.

CONCLUSIONS (N/A)

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 landscaping.

CONDITIONS OF APPROVAL

1. Approval is dependant upon, and limited to, the proposals and plans contained in the application dated January 21, 2020, amended _____, and supporting documents and oral representations submitted and affirmed by the applicant, and conditions, if any, imposed by the Staff Review Committee, and any variation from such plans, proposals and supporting documents and representations are subject to review and approval by the Staff Review Committee 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.