

# Town of Windham

Planning Department  
8 School Road  
Windham, ME 04062

voice 207.864-5960

fax 207.892.1916

## MEMO

DATE: November 3, 2016

TO: Staff Review Committee  
FROM: Amanda Lessard, Planner *AL*  
Cc: Ellen Rathbone, St. Germain Collins

RE: 16-33 Pratt Abbott Cleaners: Minor Site Plan  
Staff Review Committee Meeting: November 7, 2016

### Overview –

This application is for a new 4,800 square foot footprint retail garment care and coin operated laundry business located at 835 Roosevelt Trail in North Windham . The site is currently undeveloped with a paved parking area. This new building would replace the existing Pratt Abbott Cleaners that is located at 839 Roosevelt Trail (Lot 7).



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

The new facility will be located on the neighboring lot. The applicant proposes to reconfigure the lot lines to add the land area of the existing septic disposal field to the lot with the proposed new development on Lot 6.



Google Street Views looking north on Roosevelt Trail

This application has been classified as a minor development as the total gross non-residential floor area is less than 5,000 square feet.

Tax Map: 71, Lots: 6 and 7 Zone: Commercial 1 (C-1).

### SITE PLAN REVIEW

Staff Comments:

1. Waivers Requested: None
2. Complete Application:

**MOTION:** The application for project 16-33 Pratt Abbott Cleaners is found complete in regard to the submission requirements based on the application checklist, but the Staff Review Committee retains the right to request more information where review criteria are not fully addressed.

3. Public Hearing: The Staff Review Committee should make a determination on 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.

Findings of Fact and conclusions for the

**Windham Staff Review Committee,**

**MOTION:** The Final Plan application for 16-33 Pratt Abbott Cleaners on Tax Map: 71, Lots: 6 and 7, is to be (**approved with conditions/denied**) with the following findings of fact and conclusions.

**FINDINGS OF FACT**

**Utilization of the Site**

- Lot 6 is currently 0.66 acres and is undeveloped with a paved parking area. Lot 7 is currently 1.15 acres and includes a 2,530 square foot cleaners and a paved parking area. Lot 6 will be reconfigured to be 1.34 acres, and Lot 7 to 20,064 square feet and the existing building will be removed.

**Vehicular and Pedestrian Traffic**

- The subject parcel (proposed reconfigured Lot 6) has approximately 190 feet of frontage on Roosevelt Trail.
- There are two existing curb cuts on Route 302. The applicant proposes to close the existing northerly entrance and install a section of sidewalk with granite curb.
- The plan set dated September 9, 2016, shows a single 24-foot wide entrance on Roosevelt Trail and access to future development on Lot 7 is shown.
- The plan shows twenty-seven (27) parking spaces. The minimum parking spaces required by the ordinance is 17 parking spaces (3.35 spaces per k.s.f). 30% of these spaces must measure 10'x20'.
- An estimate of the traffic generation is included as Exhibit 5 of the September 2016 bound submission. No increase in traffic is expected due to this project because vehicles using the existing location will relocate to the new building.
- In an email dated October 7, 2016, Will Haskell, P.E., of Gorrill-Palmer Consulting Engineers, asked for a bituminous sidewalk detail, and details and details and specifications for the detectable warnings at the driveway curb cut, and revision to the pavement repair section detail. He also commented on the need for a sidewalk connection from Route 302 to the building.
- A response to these comments was received from Ellen Rathbone, of St. Germain Collins, dated October 21, 2016, along with an updated plan set.
- Mr. Haskell provided a follow-up email dated October 25, 2016, and noted that the sidewalk and new curb along 302 will required sawcutting 2 feet out from the curblines and restoration and should be shown on the plan and the side detail should be modified.
- Ms. Rathbone responded to comments on November 3, 2016 and submitted revised stormwater management.
- Mr. Haskell provided a follow-up email dated November 4, 2016 stating that all comments have been addressed.

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

- The development will be served by an existing private engineered subsurface wastewater disposal (septic) system installed in October 2011 that was sized for this project (5,500 gallons per day based on water usage). The lot lines are being reconfigured so that the disposal field will be located on Lot 6. In Exhibit 4 of the September 2016 bound submission the applicant states that the washing machines to be installed in the new building will use less water than the ones currently in use. Proposed water usage was provided in the response to comments received from Ellen Rathbone, of St. Germain Collins, dated October 21, 2016.

### **Stormwater Management**

- A Stormwater Management Report has been submitted dated September 2016 prepared by St. Germain Collins. The report considers the total 1.89 acres on Lots 6 and 7 under the control of the applicant.
- This development is within the urbanized area. The proposed development will not result in an acre or more of disturbed area, relative to the applicability of Chapter 144 – Post-Construction Stormwater Ordinance.
- Stormwater will be managed with an infiltration basin proposed in the landscaped area at the front of the site, two drywells and several sections of dripline filter around the building.
- In an email dated October 7, 2016, Will Haskell, P.E., of Gorrill-Palmer Consulting Engineers, stated private drainage from a private drainage system cannot be connected to the public drainage system. He also noted that the stormwater report indicated that the infiltration rate of 5 inches per hour for existing soils was used when the DEP requires that existing soils be amended so that the infiltration rate not exceed 2.41 inches per hour. He also noted that the infiltration pond trading should be revised so that the pond is located outside the Route 302 right-of-way.
- A response to these comments was received from Ellen Rathbone, of St. Germain Collins, dated October 21, 2016, along with an updated plan set and stormwater management report of the same date. Stormwater calculations were updated and the connection to the public storm drain system as there is an existing connection to the public storm drain system. Stormwater from the redeveloped site will be treated for quality and quantity by the drip edge filters and infiltration bed. Flow rate to the public storm drain system will be reduced.
- Mr. Haskell provided a follow-up email dated October 25, 2016, and repeated that based on discussions with the Public Works Director, the Town does not allow piped connections from new development to the municipal storm drain system.
- Ms. Rathbone responded to comments on November 3, 2016 and submitted revised stormwater management plan and plan set dated October 27, 2016. The outlet from the infiltration basin has been eliminated by increasing the size of the drip edge along the building.
- Mr. Haskell provided a follow-up email dated November 4, 2016 stating that all comments have been addressed.

### **Erosion Control**

- A soil erosion and sediment control plan has been submitted on Sheet C-302 of the plan set dated September 29, 2016.
- In an email dated October 7, 2016, Will Haskell, P.E., of Gorrill-Palmer Consulting Engineers, requested that erosion control BMPs be called out on the plan.
- A response to comments was received from Ellen Rathbone, of St. Germain Collins, dated October 21, 2016, along with an updated plan. A stabilized construction entrance is called out on Sheet C-101 dated October 21, 2016.

### **Utilities**

- All new utilities run to the building are shown to be underground.
- Per the Town's Fire Code, the new building must have an addressable fire alarm system that meets NFPA standards.
- Glissen Havu at the Portland Water District supplied an "Ability to Serve" letter dated October 23, 2015. A 12-inch ductile iron main and an 8 –inch cast iron main are located on the west side of Roosevelt Trail. A new 2-inch service for domestic use may be installed from the 12-inch ductile main that should provide adequate flow and pressure for the proposed use. Due to high water pressure in this area, installation of pressure reducing devices is recommended.
- The closest fire hydrant is located across the street from the site on the northern corner of the intersection of Roosevelt Trail with Amato Drive. The location is shown on the plan.
- A 2 inch water line for domestic service and a 6 inch water line for fire suppression are shown on Sheet C-101 dated October 21, 2016.

### **Financial Capacity**

- Evidence of financial capacity has been provided in the form of a letter dated September 26, 2016, from Matthew Stringer, Vice President at Key Bank, stating that the applicant has the net worth and financing capability to complete the project.

### **Landscape Plan**

- Landscaping is shown on Sheet L-101 in Exhibit 9 of the September 2016 bound submission.
- In an email dated October 7, 2016, Will Haskell, P.E., of Gorrill-Palmer Consulting Engineers, commented that the landscaping plan should be included in the plan set and stated that plan does not appear to address parking lot screening along the side lot lines.
- A response to comments was received from Ellen Rathbone, of St. Germain Collins, dated October 21, 2016, along with an updated plan. Parking lot screening is not required in C-1 district, as shown in the table in Section 813 of the Town Ordinance. Trees along the front property line will provide some screening for the front parking. Trees and vegetation will remain along the side lot adjacent to Wendy's.

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

1. Land Use

- This project meets the setback requirements of the C-1 zoning district.
  - This project meets the minimum lot size requirements and minimum lot frontage requirements (minimum 100 feet) of the C-1 zoning district.
  - This project meets the landscaped buffer strip (20 feet along front property line) and curb cut requirements of the C-1 zoning district (one per lot).
  - Design Standards, Section 813. The project must meet the design standards of the C-1 zoning district, along with a minimum of 8 of the elective Design Standards.
    - The applicant has supplied a narrative in Exhibit 9 of the September 2016 bound submission addressing the Standards in Section 813.A. Building elevations are shown on Sheets A4.1 and A4.2. The building will have a pitched roof with painted lapped wood siding. Snow storage areas and a bike rack are shown on the plan.
2. Comprehensive Plan
- This project meets the goals and objectives of the 2003 Comprehensive Plan.
3. Others:

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

- Details of lighting fixtures have been submitted in Exhibit 9 of the September 2016 bound submission. Exterior lighting locations are shown on Sheet C-101 in the plan set dated September 29, 2016.
- In an email dated October 25, 2016, Will Haskell, P.E., of Gorrill-Palmer Consulting Engineers, stated that a photometric plan was not provided and commented that the light fixture located on the southerly side of the site may require shielding. He requested clarification and a light fixture mounting height.
- A photometric analysis with a light mounting height of 15 feet is shown on Sheet C-302 dated October 27, 2016.

### **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 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 ordinance.
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 August 10, 2016, as amended November 3, 2016, 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.