

**Town of Gorham
Planning Board Meeting
January 3, 2022**

ITEM 5 – Public Hearing - Site Plan and Subdivision Amendment Review – Gorham Bike and Ski - a request for approval to allow creation of an additional lot at Raceway Innovation Campus subdivision and construction of a 5,000 square foot commercial building, a 936 square foot storage/residential mixed use building, outdoor dining, sidewalk, bicycle test track, parking lot, and landscaping. Zoned Narragansett Mixed Use Development District (NMUDD). The lot is shown on Map 39, Lot 2-2. The applicant is Jamie Wright, Gorham Bike & Ski. The property owner is Moody’s Co-Worker, Inc. The applicant is represented by Christopher Taylor, P. E. of Sebago Technics.

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PROJECT TRACKING

DESCRIPTION	COMMENTS	STATUS
Pre-Application (optional)		September 13, 2021
Public Hearing		December 6, 2021
Public Hearing		January 3, 2022

The following staff notes are written to assist the Applicant with compliance to the Town of Gorham Land Use Development Code and may not be all inclusive of project requirements. Staff notes are review comments and recommendations prepared by the Town Planner and, if applicable, the Town’s peer review consultant, regarding applicability to The Gorham Land Use Development Code and standard engineering practices.

The Planning Board refers to staff notes during the review process; however it shall be noted that staff recommendations are non-committal and all final decisions are those of the Planning Board and not Town Staff.

Molly Butler Bailey, Chair, Gorham Planning Board

PLACE MAP AND LOT NUMBER IN 1/4" HIGH LETTERS AT LOWER RIGHT BORDER OF ALL PLAN SHEETS.

Gorham Bike & Ski – M39/L2-2 Site Plan & Subdivision Amendment

1. OVERVIEW

This is a request to allow creation of an additional lot at Raceway Innovation Campus subdivision and for construction of a 4,996 square foot commercial/residential mixed use building, a 936 square foot storage/residential mixed use building, outdoor dining, sidewalk, bicycle test track, parking lot, and landscaping.



2. ITEMS OF NOTE

A. Public Hearing: This item is on for a public hearing, which will require the Planning Board to open the item for public comment.

3. STAFF REVIEWS

Assessing Department: 08/16/2021, 12/14/2021

August 16, 2021

Will need plan showing where the lot split is coming out. What is the remaining acreage of parcel being split?

December 14, 2021

Gorham Bike and Ski – request plan with lot size and dimension without all the site improvement.

Bruce

**Gorham Bike & Ski – M39/L2-2
Site Plan & Subdivision Amendment**

Code Department:

No comments received.

Fire Department: 11/09/2021, 12/15/2021, 12/21/2021

November 9, 2021

MAP 039 Block 002 Lot 002 Plans Dated Nov. 2, 2021

1. The buildings shall be protected under the Fire Suppression Systems Ordinance as applicable. The sprinkler plans shall be submitted to the Fire Department and the State Fire Marshal's Office for review and permitting. The plans submitted to the Fire Department shall be submitted at least two weeks prior to the start of the installation of the system. Sprinkler test papers will be required to be submitted to the Fire Department at the time a CO is issued.
2. The buildings shall be properly numbered in accordance with E911 standards including height, color and location. Numbers that cant been seen from the street shall require additional numbers at the street.
3. The buildings will meet all applicable sections of NFPA 1 *Fire Code* and NFPA 101 *Life Safety Code*. Building plans shall be submitted to the Fire Department for review and placed in Emergency Reporting Program.
4. Plans shall be submitted to the Fire Department for Plans Review and Permitting. Barer Free permitting need to go to the State Fire Marshal's Office for Permitting

December 15, 2021

It appears all our concerns have been addressed on both of these projects. We will follow-up with a formal reply next week.

Stay safe,

Charles Jarrett, Fire Inspector

December 21, 2021

On behalf of Chief Fickett,

We have no new comments on the following projects;

- Gorham Bike and Ski
- Maide for You

Charles Jarrett, Fire Inspector

Carol Eyerman – Town Planner, Planning Division: 09/02/2021, 12/02/2021, 12/27/2021

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September 2, 2021

- Zoning - NMUDD; public water and sewer in Narragansett St
- A subdivision plan needs to be submitted for the amendment.
- Possible trail connections should be shown on the plan

While reviewing the plan, staff noticed a discrepancy between ordinance sections and will be amending it as soon as is possible. Staff is working with the Town Council on this ordinance amendment.

December 2, 2021

- Portland Water District ability to serve letter is pending.
- Lighting detail is needed to determine if they are shielded.
- Easement language should be provided for review, if it has not been accepted by the Town Council. If it has been accepted by the Town Council, please state it on the site plan.
- Applicant should provide the numbers of each species on the landscape plan to determine accurately if it complies with the ordinance.
- The plant schedule does not entirely match what is on the landscape plan.
- It is difficult to determine if the walls facing Narragansett has the visual appearance of a front façade.
- Please add notes that state the building materials to be used by pointing to it on each façade.
- Please add to the list of building materials if they are low reflectivity.
- Please add the outside equipment to the architectural plans to determine compliance with performance standards.
- The utility box in the front corner of the main building should be added to the landscape plan and screened from view.

December 27, 2021

- Has the drainage easement along Raceway Drive been accepted by the Town Council?
- Chapter 1, Section 1-16 D.9 All equipment including ventilation shall be screened from view by architectural design of the buildings.
- Chapter 1, Section 1-16 D 2.b.1 through 3 - How many canopy trees, understory trees, and shrubs are there per 100 feet along Narragansett Street? How many canopy trees are there per 100 feet along Raceway Drive? Or if the developer intends to provide an alternative, a comparison of required and proposed would be helpful to determine if it is equivalent to or exceeds these requirements.

Tom Poirier, Director of Community Development - 11/30/2021, 12/23/2021

November 30, 2021

Good Morning Chris and Jamie,

Staff thought it would be helpful to send over the below regarding the requirements for off-site sidewalks as identified in the Gorham Land Use. Staff has also provided recommendations for proceeding with off-site sidewalk extensions and construction as done with past projects in the area.

**Gorham Bike & Ski – M39/L2-2
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Off-Site Sidewalk Costs (sidewalks located off site on Narragansett Street extending toward the lot)

The costs for off-site sidewalks exceeds the costs identified under a) so the applicant is only required to provide sidewalk extension as identified under b), 2. above.

The proposed building sizes are: GBS Outpost building	4,208 sq.ft.
Accessory Out building	936 sq.ft.
Total Building Sizes	5,144 sq.ft.

The total building size identified above would require the applicant to provide for 200' of off site sidewalk costs under the site plan review requirements.
Since this is also a new lot in a subdivision the costs for off-site sidewalk costs would be 250'.

The off-site sidewalk extension costs is an either or and not a combined amount. In this case the off-site sidewalk extension requirement would be 250'.

In place of construction of the sidewalk and closed drainage system the Town has offered the payment a fee instead, \$75.00 a foot. The \$75.00 a foot is only meant to cover the costs of curbing and construction of the sidewalk. The Town would use the funds with other local and state funds for a larger sidewalk extension project on Narragansett Street. The fee for 250' would be \$18,750.00.

Off-Site Sidewalk Costs (sidewalks located for the frontage along Narragansett Street)

The 344' of road frontage along Narragansett Street along the frontage is sidewalk that would typically be required to be installed by the developer as part of site improvements on the lot. The Public Works Department has identified that this section of Narragansett Street is proposed for some type of rebuild by the Maine DOT. Based on the information that DOT is going to rebuild this road section, Public Works staff is ok with offering the developer the same payment of the fee for construction of this sidewalk. The fee for 343' of sidewalk would be \$25,725.00.

Total sidewalk contribution would be:

	\$18,750.00
	<u>\$25,725.00</u>
Total	\$44,475.00

Please contact staff with any questions.

December 23, 2021

Good Morning Jamie,

After review of Owens's schedule of values (\$140.20 per foot for sidewalk, curb, and drainage improvements) and discussion with the Town Manager. See below proposal:

Off-site Sidewalk Extension Improvements (This fee is split between 2 parties because the Town cannot guarantee State funds will be available for this project.)

**Gorham Bike & Ski – M39/L2-2
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250' *140.20 = \$35,050/ 2 = **\$17,525.00**

Sidewalks along lot State Route 202 frontage

344'*140.20= \$48,228.80/ 3 = **\$16,076.27**

Total Sidewalk Costs = \$33,601.27

Waiver Request

The request to move from 3 materials to 2 is a waiver request to the Planning Board. Below is a link to the waiver request form that will need to be completed by your engineer or architect. Your design professional will need to provide the PLBD with a reason why the building design with 2 types of material has enough architectural detail to sufficiently break-up the massing of the building.

https://www.gorham-me.org/sites/g/files/vyhlf4456/f/uploads/request_for_waiver.docx_3.pdf

Happy Holidays to everyone and let me know if you have any questions.

Police Department:

No comments received.

Portland Water District: 11/05/2021, 12/14/2021

November 5, 2021

Brianna,

Thank you for the email, we have just received this plan from the development team and we are currently working on plan review. We will continue to work with the developer on this project.

Thanks,

December 14, 2021

Thanks for sending over. I don't see anything here that would change our initial approval for the project; project is still approved as submitted. No further comments from the District.

Robert Bartels
Senior Project Engineer
Portland Water District

Public Works Department: 12/21/2021

December 21, 2021

If the pavement cuts on Raceway drive are done before roadway acceptance may cause an issue with street acceptance. Done after street acceptance will require moratorium repairs.

Plantings in buffer may block signage.

Please show designated parking or residential parking.

**Gorham Bike & Ski – M39/L2-2
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Terry Deering

Wright Pierce: 11/30/2021, 12/22/2021

November 30, 2021

As requested by the Town of Gorham, Wright-Pierce has reviewed the Site Plan Application and Subdivision Amendment for the proposed Gorham Bike and Ski project. Gorham Bike and Ski is proposing to construct a new retail bike shop and café facility near the intersection of Narragansett Street and Raceway Drive. The site is a portion of an existing 12.76-acre parcel (Tax Map 39, Lot 2-2) in the Narragansett Mixed-Used Development District. The parcel is owned by Moody's Co-Worker Owned, LLC and is under a Purchase and Sale Agreement with Gorham Bike and Ski. The parcel has historically been used as the former Gorham Raceway, which closed in 1967. The project is expected to start construction in the spring of 2022.

Documents Reviewed by Wright-Pierce

- Subdivision Amendment Application (November 8, 2021)
- Site Plan Review Application (November 2, 2021)
- Gorham Outpost Site Plan, Sheets 1-10 (July 6, 2021)
- Gorham Outpost Architectural Plan, Sheets A001-A301 (October 27, 2021)
- Gorham Outpost Plans, Section, Details, Sheet A001 (August 26, 2021)
- Stormwater Management Report (November 2021)
- Planning Board Meeting Minutes (September 13, 2021)

Review Comments

Applicant should provide written responses to the following review comments, which require further action or response.

General/Completeness

1. Site Plan Application is complete and includes the following supporting documents:
 - a. Purchase and Sales Agreement
 - b. Site Location, Zoning, and Flood Maps
 - c. Financial and Technical Capacity
 - d. Approval Criteria and Standards summary
 - e. Traffic Memo
 - f. Summary of site utilities
 - g. Emergency Access Figure
 - h. Lighting Plan
 - i. Stormwater Narrative
 - j. Soils Analysis
 - k. Site Plans
 - l. Floor Plans and Elevations
2. Subdivision Amendment Application:
 - a. States fee already paid. Town to confirm.
 - b. Application checklist for electronic and hard copies submitted to Town is not filled out. Town to confirm they received all required copies.
 - c. Signed agent authorization provided.
 - d. Title block includes all required information.
 - e. Purchase and Sale Agreement submitted.

**Gorham Bike & Ski – M39/L2-2
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- f. Deed of current owner submitted.
- 3. Planning Board signatory block is not on the plans.
- 4. Project proposes over one acre of disturbance. A Maine Construction General Permit will be required. Although the discharge location of the storm drain receiving runoff from the site appears to be located outside of the Town’s MS4 Urbanized Area, the site is located within the Town’s MS4 Urbanized area; therefore, compliance with Chapter 2 of Gorham’s Stormwater Ordinance (Post-Construction Stormwater Management) will be necessary. See comments under Site Plan Requirements in regards to the post-construction stormwater management plan.
- 5. Town to confirm the setback discrepancy has been settled and the 50-foot front setback proposed is acceptable.
- 6. It does not appear that the 3 exterior building material requirements have been addressed, as discussed in the September 13, 2021 Planning Board Meeting Minutes. Section 2-2, Paragraph D(6) also has a number of design standards not discussed in this submission. Applicant to provide statements on each of these requirements.

General Standards of Performance

- 1. Environmental
 - a. A filter barrier is proposed along the downslope portion of the Narragansett Street side of the property. Filter barrier should also be proposed along Raceway Drive. Catch basin inlet protection should be proposed on the existing catch basin (CB2131) along Raceway Drive. If a significant amount of runoff from off-site is expected, it is also recommended that filter barrier be installed in upslope areas to divert runoff from entering the site.
 - b. A FEMA map was provided, which shows that the project is not within a floodplain.
 - c. According to the Town Shoreland Overlay District Map, the project is not within the shoreland district.
- 2. Parking
 - a. The site should comply with parking requirements for Mixed-Use Developments, found in Section 2-2 (A) of the Gorham Land Use and Development Code.
 - i. Studio/1-bedroom residential buildings are required to have 1 parking space. Units with more bedrooms are required to have 0.5 parking spaces per additional bedroom. Commercial buildings must have 1 parking space per 250 square feet of gross floor area. These requirements were not used in the parking summary calculations on Sheet 3 of the Site Plans.
 - ii. Parking lot calculations are based on 3,823 SF of building area, however the proposed principal building is 4,996 SF. The total gross square footage should be used to calculate the number of parking spaces required for the commercial building.
 - iii. Provide ADA parking space calculations, including information on how many are van accessible.
- 3. Traffic - Applicant has prepared a traffic memorandum and stated that the proposed development will generate 28 trips, 34 trips, and 28 trips during the AM, PM, and Saturday peak hours, respectively. Additionally, during the AM and PM peak hours of the adjacent street, 18 trips and 21 trips are estimated to be generated by the new development. Wright-Pierce does not have concerns with the estimate traffic to the site, however, the Town should determine whether a full traffic study and associated peer review is needed.

Site Plan Requirements

- 1. Applicant has provided information addressing each of the site plan requirements in Section 4-9 of the Gorham Land Use and Development Code.
- 2. Access Into the Site - Applicant to confirm the following requirements are met:

**Gorham Bike & Ski – M39/L2-2
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- a. The proposed driveway entrance will be a -2.0% slope for a minimum of five feet from the existing pavement edge. See Section 4-9, Paragraph C(3) of the Gorham Land Use and Development Code.
- b. From the above control point, a grade of not more than -3% shall be required for a minimum of two car lengths or 40 feet. See Section 4-9, Paragraph C(3) of the Gorham Land Use and Development Code.
3. Internal Vehicular Circulation - Vehicle Turning Movement Plan shows adequate internal circulation. Applicant to confirm the vehicle used for the turning analysis was a WB-40 vehicle.
4. Stormwater Management
 - a. Please provide the source of the rainfall data used in the analysis.
 - b. Analysis shows that peak runoff rates will be reduced in the post-development condition due to the proposed stormwater management practices.
 - c. The post-development analysis includes 3 acres more of total area. Please explain this difference, as the watershed boundary on the drainage figures appears to be the same.
 - d. The porous pavement outlet pipe has an inlet invert below the bottom of defined storage (Pond 1P). Please explain and/or revise as necessary.
 - e. Invert elevations between the model and plan appear to vary for SD-3 (the primary outlet pipe of Pond 1P).
 - f. A 2" vertical orifice is defined in Pond 1P in HydroCAD but does not appear to be shown on the plans.
 - g. Please explain what the broad crested weir defined in Pond 2P is.
 - h. Has infiltration testing been conducted, which confirms an infiltration rate of 2.41 inches/hour (as modeled in Ponds 2P, 3P, 4P, and 5P) is achievable?
 - i. The Roof Drip Edge Filter Detail does not specify a depth of "Sand or Structural Fill Backfill Material" so the depth of underdrain modeled cannot be verified. The detail should show at least a minimum thickness of this layer of material. Confirm this matches the model as well.
 - j. FD-1 inlet invert is not specified on the plans and cannot be confirmed to match the model.
 - k. The Stormwater Management Report includes an Inspection, Maintenance, and Housekeeping (IMH) Plan as an appendix. The IMH Plan includes a section on post-construction. The post-construction section could be clarified as follows:
 - i. Indicate the owner/operator of post-construction stormwater facilities is required to submit a yearly inspection report to the Town in the form identical to that attached as Appendix 1 to the Post-Construction Stormwater Management Ordinance (refer to Section 6.1.c of the Ordinance). As indicated in the IMH Plan, a log summarizing the inspection and any corrective action taken should also be maintained.
 - ii. It is recommended that inspections of post-construction stormwater facilities be completed by a Qualified Post-Construction Stormwater Inspector as defined in the Post-Construction Stormwater Management Ordinance; however, the Ordinance currently allows the inspection to be completed by a Person owning, operating, leasing, or having control over the stormwater management facilities or a Qualified Post-Construction Stormwater Inspector.
 - iii. Under Duration of Maintenance, confirm whether MDEP would need to be notified if a municipality or quasi-municipal district chooses to accept a stormwater management system or a component of such, if the site qualifies for a stormwater permit-by-rule, and update accordingly.
5. Erosion Control - See the above comments on erosion control in the General Standards of Performance section of this memorandum.
6. Water Supply - Applicant is in the process of obtaining approval from the Portland Water District (PWD) for connection to existing public water. Applicant to provide a written PWD approval letter.

**Gorham Bike & Ski – M39/L2-2
Site Plan & Subdivision Amendment**

7. Sewage Disposal - Applicant is in the process of obtaining approval from the Portland Water District (PWD) for connection to existing public sewer. Applicant to provide a written PWD approval letter.
8. Exterior Lighting - Applicant to submit light fixture information showing that fixtures are shielded.
9. Landscaping - Town to confirm if they would like landscaping to be reviewed by a Landscape Architect.
10. Buffering
 - a. While, landscaping is proposed along Raceway Drive, it does not appear that it fully meets the 10' wide landscaped buffer requirement non-residential and mixed uses abutting a local street.
 - b. Town to provide comment on buffering requirements (if any) on the northeastern side of the property, which faces Route 112.
 - c. It does not appear that at least 10% of the interior surface of the parking lot is comprised of landscaped islands, as required by Section 1-16, Paragraph D(e).

Subdivision Requirements

1. Monumentation of the proposed lot should be included on the plans.
2. Although the proposed lot boundaries are shown on the Site Plans, a Subdivision Plan should be submitted clearly showing the existing and proposed lots. See Section 3-3 of the Gorham Land Use and Development Code for plan requirements.
3. See the previous sections of this memorandum for review comments regarding proposed erosion controls.
4. The previously mentioned questions over setback requirements should be addressed before subdivision approval.

General Plans/Details

1. Stormwater infrastructure is proposed within the right-of-way of Raceway Drive. The Town to confirm they are amendable to this and that this is acceptable. Any applicable maintenance agreements or easements as well as maintenance responsibilities should be outlined in the site's post-construction stormwater management plan.
2. A trench paving detail for pavement within Raceway Drive should be provided.
3. A paved sidewalk should be provided.
4. The depth of aggregate subbase course for the concrete sidewalk with slipform curb and concrete pavement details do not match. These details should be updated accordingly.
5. A curb tip down is shown on the eastern side of the detectable warning strip, but not on the western side. A curb tip down should be shown on both sides of the detectable warning strip.
6. Please provide comment on the area identified on the plans as "Bike Wash", including what will be done here (will bikes be washed with soap or rinsed with water only), where will wash water discharge, and what measures will be taken to reduce stormwater pollution from this area.
7. The existing sewer on Narragansett Street is now fully shown. How was the proposed 6" sewer invert determined?
8. A sewer service connection should be provided.
9. The grease trap should be down on the grading plan. Rim elevations and inverts should be called out, as applicable.
10. The direction of runoff on the eastern side of the property flowing northwesterly from the 245 contour to the 244 contour should be shown on the grading plan.

December 22, 2021

Gorham Bike & Ski – M39/L2-2 Site Plan & Subdivision Amendment

As requested by the Town of Gorham, Wright-Pierce has performed a second review of the proposed Gorham Bike and Ski project.

Documents Reviewed by Wright-Pierce

- Gorham Outpost Site Plan, Sheets 1-10 and Amended Subdivision Plan (December 13, 2021); Site Photometric Plan (December 9, 2021)
- Gorham Outpost Architectural Plan, Sheets A001-A301 (December 7, 2021)
- Vehicle Turning Movement Plan (December 13, 2021)
- Stormwater Management Report (December 2021)
- PWD Ability to Serve Letter (November 16, 2021)
- Comment Response Letter (December 13, 2021)

Review Comments

Applicant should provide written responses to the following review comments, which require further action or response. Wright-Pierce's original comment is in standard text, while our follow up comment to the Applicant's response is in bold. Comments fully addressed by the resubmission are not listed.

General/Completeness

5. Town to confirm the setback discrepancy has been settled and the 50-foot front setback proposed is acceptable. **Acknowledged by the Applicant. Has this been settled with the Town?**
6. It does not appear that the 3 exterior building material requirements have been addressed, as discussed in the September 13, 2021 Planning Board Meeting Minutes. Section 2-2, Paragraph D(6) also has a number of design standards not discussed in this submission. Applicant to provide statements on each of these requirements. **Applicant has submitted revised architectural plans showing 3 exterior building materials consisting of shingles, vertical shiplap, and clapboard on the exterior. We believe this comment has been fully addressed. Town to confirm the proposed design is acceptable.**

General Standards of Performance

1. Environmental
 - a. A filter barrier is proposed along the downslope portion of the Narragansett Street side of the property. Filter barrier should also be proposed along Raceway Drive. Catch basin inlet protection should be proposed on the existing catch basin (CB2131) along Raceway Drive. If a significant amount of runoff from off-site is expected, it is also recommended that filter barrier be installed in upslope areas to divert runoff from entering the site. **Filter barrier has been added along Raceway Drive and catch basin inlet protection is proposed. Filter barrier has not been added along upslope areas to divert runoff entering the site during construction nor was a response provided as to why it was not added. Although this was a recommendation and not a requirement, we continue to recommend that filter barrier be installed in upslope areas to divert runoff from entering the site, if a significant amount of runoff from off-site is expected**

Site Plan Requirements

4. Stormwater Management
 - k. The Stormwater Management Report includes an Inspection, Maintenance, and Housekeeping (IMH) Plan
as an appendix. The IMH Plan includes a section on post-construction. The post-construction section could be clarified as follows:

- i. Indicate the owner/operator of post-construction stormwater facilities is required to submit a yearly inspection report to the Town in the form identical to that attached as Appendix 1 to the Post-Construction Stormwater Management Ordinance (refer to Section 6.1.c of the Ordinance). As indicated in the IMH Plan, a log summarizing the inspection and any corrective action taken should also be maintained.
The Applicant added the word “annually” to Subsection 3A Documentation; however, we still recommend the Documentation section indicate the completed and signed certification be on a form identical to that attached as Appendix 1 to the Post-Construction Stormwater Management Ordinance. (Chapter 2 of the Town of Gorham Stormwater Ordinance).
 - ii. It is recommended that inspections of post-construction stormwater facilities be completed by a Qualified Post-Construction Stormwater Inspector as defined in the Post-Construction Stormwater Management Ordinance; however, the Ordinance currently allows the inspection to be completed by a Person owning, operating, leasing, or having control over the stormwater management facilities or a Qualified Post-Construction Stormwater Inspector.
We continue to recommend that inspections of post-construction stormwater facilities be completed by a Qualified Post-Construction Stormwater Inspector; however, it is not required. If the IMH Plan (Subsection 3A Documentation) is to indicate “The owner or operator of a BMP or a qualified post-construction stormwater inspector hired by that person, shall, ...provide a completed and signed certification form...”, then Subsection 1A Inspection should be updated to indicate “The owner or operator shall inspect or have inspected by a qualified post-construction stormwater inspector and maintain the BMPs...”.
 - iii. **Additional Comment on IMH Plan: Catch basins and pipe outlets are included on the stormwater inspection and maintenance log (general site). The Post Construction section of the IMH Plan, Subsection 2 should be updated to include catch basins, drain basins, and storm drain outlets, and the stormwater inspection and maintenance log should be updated accordingly.**
8. Exterior Lighting - Applicant to submit light fixture information showing that fixtures are shielded. **Applicant has stated that light fixture information has been provided in the supplemental documentation, but we were unable to locate it. This is needed to confirm the fixtures are shielded.**
 9. Landscaping - Town to confirm if they would like landscaping to be reviewed by a Landscape Architect. **Acknowledged by the Applicant. The Planning Board indicated at the December 6, 2021 Planning Board meeting that a review by a Landscape Architect was not necessary.**
 10. Buffering
 - a. While, landscaping is proposed along Raceway Drive, it does not appear that it fully meets the 10’ wide landscaped buffer requirement non-residential and mixed uses abutting a local street. **It appears that although there is a buffer of canopy trees, they may not be continuous. Town to confirm if this is acceptable.**
 - b. Town to provide comment on buffering requirements (if any) on the northeastern side of the property, which faces Route 112. **It is assumed that the Town does not have concerns with buffering on the northeastern side of the property.**

Subdivision Requirements

No further comments.

General Plans/Details

1. Stormwater infrastructure is proposed within the right-of-way of Raceway Drive. The Town to confirm they are amenable to this and that this is acceptable. Any applicable maintenance agreements or easements as well as maintenance responsibilities should be outlined in the site's post-construction stormwater management plan. **Applicant has stated that no easements are proposed, as there is an existing easement. Town to confirm whether or not there is a need for additional easements. The comment regarding stormwater infrastructure being proposed within the right-of-way of Raceway Drive does not appear to have been addressed. We continue to recommend the Town confirm they are amenable to this and that this is acceptable. Any applicable maintenance agreements or easements related to stormwater infrastructure proposed within the right-of-way of Raceway Drive as well as maintenance responsibilities should be addressed in the Post-Construction section of the site's Inspection, Maintenance, and Housekeeping (IMH) Plan.**
2. A trench paving detail for pavement within Raceway Drive should be provided. **Trench paving detail provided is consistent with the pavement and aggregate requirements for a collector or urban subcollector public street. Town to confirm this is appropriate.**
4. The depth of aggregate subbase course for the concrete sidewalk with slipform curb and concrete pavement details do not match. These details should be updated accordingly. **We recommend labeling the concrete sidewalk detail as concrete dumpster pad to clarify this.**
9. The grease trap should be shown on the grading plan. Rim elevations and inverts should be called out, as applicable. **A note has been added to set the grease trap to final grade, but inverts of the connecting services are not shown. Inverts should be shown.**

Gorham Conservation Commission: 09/10/2021

September 10, 2021

- Support this project because it will help elevate the use of trails in our town and provide a hub for trail users.
- Of note, Jamie Wright has been actively supporting trail development efforts in town, including a donation of \$3000 in 2020 to help local trail builders/GP NEMBA with a month-long excavator rental to expand/improve trails and he's been to trail days to help build the new trail at the Lavoie Bike Park.

**TOWN OF GORHAM PLANNING BOARD
SITE PLAN AMENDMENT REVIEW AND FINDINGS OF FACT
For
NARRAGANSETT STREET**

January 3, 2022

Applicant: Jamie Wright, Gorham Bike & Ski, Inc., 693 Congress Street, Portland, ME 04102

Property Owner: Moody’s Co-Worker Owned, Inc., 200 Narragansett Street, Gorham, ME 04038.

Property: The lot is identified in the assessor database as Tax Map 39, Lot 2-2, and located on Raceway Drive, Gorham, ME 04038.

Consultant: Christopher Taylor, P.E. of Sebago Technics, Inc.

Project Description: This is a request for approval to allow creation of an additional lot at Raceway Innovation Campus subdivision and for construction of a 5,000 square foot commercial/residential mixed use building, a 936 square foot storage/residential mixed use building, outdoor dining, sidewalk, bicycle test track, parking lot, and landscaping.

Site Description: The site is 2.57 acres in size and is located on Raceway Drive off Narragansett Street, State Route 202/4. The site is currently a field.

Applicability: The applicant’s proposal requires site plan review because it involves construction of commercial/residential mixed use buildings and subdivision amendment review because it involves creation of an addition lot.

Zoning: Narragansett Mixed Use Development District (NMUDD)

Variations: None required at this time.

Waivers: None requested at this time.

Pursuant to the Application:

Subdivision and Site Plan Amendment/Pre-Application/Sketch Plan Review was held on September 13, 2021.

The projects and plans and other documents considered to be a part of the approval by the Planning Board in this ruling consist of the following:

Christopher Taylor, P.E. of Sebago Technics, consist of the following:

Christopher Taylor, P.E. of Sebago Technics: Sheet 4 of 9 – Site Plan dated 08/10/21; received 08/10/21 Sheet 3 of 19 – Lot Subdivision Plan recorded 06/25/19; received 08/10/21

**Gorham Bike & Ski – M39/L2-2
Site Plan & Subdivision Amendment**

Sheet 1 of 10 – Cover Sheet dated 07/06/21 as revised through 12/13/21; received 12/13/21
Sheet 2 of 10 – Notes and Legend dated 07/06/21 as revised through 12/13/21; received 12/13/21
Sheet 3 of 10 – Site Plan dated 08/10/21 as revised through 12/13/21; received 12/13/21
Sheet 4 of 10 – Grading Plan dated 07/07/21 as revised through 12/13/21; received 12/13/21
Sheet 5 of 10 – Utility Plan dated 07/07/21 as revised through 12/13/21; received 12/13/21
Sheet 6 of 10 – Landscape Plan dated 07/07/21 as revised through 12/13/21; received 12/13/21
Sheet 7 of 10 – Erosion Control Notes dated 07/07/21 as revised through 12/13/21; received 12/13/21
Sheet 8 of 10 – Details dated 07/06/21 as revised through 12/13/21; received 12/13/21
Sheet 9 of 10 – Details dated 07/06/21 as revised through 12/13/21; received 12/13/21
Sheet 10 of 10 – Details dated 07/06/21 as revised through 11/02/21; received 12/13/21
Sheet 1 of 1 – Amended Subdivision Plan dated 12/13/21; received 12/13/21
Site Photometric Plan dated 10/22/21 as revised through 12/09/21; received 12/13/21
Braley Designs, LLC
A001 – Cover Sheet, Site Plan dated 12/07/21; received 12/13/21
A100 Site, Schedules, Details, Outpost Foundation Plan; Dated 12/07/21; received 12/13/21
A100 – Plans, Section, Details dated 08/26/21; received 11/02/21
A100 – Foundation Plan dated 10/27/21; received 11/02/21
A101 Outpost 1st & Upper Level; Dated 12/07/21; received 12/13/21
A101 – 1st & 2nd Floor Plans dated 10/27/21; received 11/02/21
A102 – Enlarged Plan dated 10/27/21; received 11/02/21
A200 – Exterior Elevations dated 10/27/21; received 11/02/21
A200 Outpost Exterior Elevations; Dated 12/07/21; received 12/13/21
A201 – Exterior Elevations dated 10/27/21; received 11/02/21
A201 Outpost Exterior Elevations; Dated 12/07/21; received 12/13/21
A300 Outpost Building Section; Dated 12/07/21; received 12/13/21
A301 – Building Section dated 10/27/21; received 11/02/21
A400 Outpost Enlarged Plans; Dated 12/07/21; received 12/13/21
A500 Barn Plans and Separation Details; Dated 12/07/21; received 12/13/21
A501 Barn Exterior Elevations and Section; Dated 12/07/21; received 12/13/21
G101 – Barrier Free Dimensions dated 12/07/21; received 12/13/21

Other documents submitted consist of the following:

Sketch/Pre-Application Plan Application – 08/10/2021
Site Plan Application – 11/02/2021
Swaney Lighting Report – 12/22/2021
Stormwater Management Report – 11/2/2021, 12/13/2021
Plans – Received: 08/10/2021, 11/02/2021, 12/13/2021
Gorham Town Planner Comments – 09/02/2021, 12/02/2021, 12/27/2021
Gorham Director of Community Development Comments - 11/30/2021, 12/23/2021
Gorham Assessor Comments – 08/16/2021, 12/14/2021
Gorham Fire Chief Comments – 11/09/2021, 12/15/2021, 12/21/2021
Gorham Code Enforcement Officer – No Comments
Gorham Police Chief – No Comments
Gorham Public Works Comments – 12/21/2021

Wright Pierce Comments – 11/30/2021, 12/22/2021
Portland Water District Comments – 11/05/2021, 12/14/2021

CHAPTER 4, SITE PLAN REVIEW, SECTION 9 – Approval Criteria and Standards

The Planning Board, following review of the Site Plan Amendment Application, makes these findings based on the Site Plan Review criteria found in Chapter 4, Section 9 – Approval Criteria and Standards of the Town of Gorham Land Use and Development Code.

A. Utilization of the Site: The plan for the development will reflect the natural capabilities of the site to support development.

Sheet 1 of 1, Subdivision Amendment shows an additional lot in the existing Raceway Innovation Campus subdivision that was created for this type of development. Sheet 3 of 10 shows the proposed development area located on the portion of the site that is relatively flat and is currently a field. The location of construction will avoid environmentally sensitive areas.

Finding: The plan for the development reflects the natural capabilities of the site to support the development and the natural features and drainage ways are preserved to the greatest extent practical.

B. Access to the Site: Vehicular access to the site will be on roads which have adequate capacity to accommodate the additional traffic generated by the development.

Sheet 3 of 10 shows access to the site via Raceway Drive off Narragansett Street, State Route 202/4. Narragansett Street is considered a principal arterial by the Maine Department of Transportation.

The development will not exceed 100 or more peak hour trips. The number of vehicles entering and exiting will total 62 per day. The peak number of trips in the morning will be 28. The peak number of trips in the evening will be 34. The Saturday peak hour will have 28 trips.

Finding: Vehicular access to the site will be on roads which have adequate capacity to accommodate the additional traffic generated by the development.

C. Access into the Site: Vehicular access into the development will provide for safe and convenient access.

The driveway onto Raceway Drive shall have adequate site distance and is located to avoid hazardous turning conflicts.

The grade of the proposed drive will be a -2.0% for a minimum of five (5) feet from the existing pavement edge or to the centerline of the existing drainage swale. From the above control point, a grade of not more than -3% shall be required for a minimum of two (2) car lengths or forty (40) feet.

Finding: The plans provide for safe and convenient vehicular access into the development.

D. Internal Vehicular Circulation: The layout of the site will provide for the safe movement of passenger, service and emergency vehicles through the site.

The site provides for a two-way vehicle access through the parking lots. A 24 foot wide access drive allows access around the parking lot.

The site will provide a clear route for delivery vehicles with appropriate geometric design to allow turning and backing for WB-40 vehicles. As shown on Sheet 1 of 1, Vehicle Turning Movement Plan.

The site provides for parking that does not allow backing into a street.

Finding: The layout of the site provides for the safe movement of passenger, service, and emergency vehicles through the site.

E. Pedestrian Circulation: The development plan will provide for a system of pedestrian circulation within and to the development.

Sheet 3 of 10 shows sidewalks throughout the site leading from the parking lots to all entrances to buildings as well as along the frontage of Raceway Drive.

According to the email written by Tom Poirier, the total off-site sidewalk contribution is \$33,601.27.

Finding: The plans provide a system of pedestrian circulation within the development.

F. Storm water Management: Adequate provisions will be made for the disposal of all storm water collected on streets, parking areas, roofs or other impervious surfaces through a storm water drainage system and maintenance plan which will not have adverse impacts on abutting or downstream properties.

A Stormwater Management Report dated December 2021 has been provided and adequate provisions for stormwater shall be provided as is described in the Stormwater Management Report and further described on Sheets 1 and 2 of 2.

Storm water runoff systems will detain or retain water falling on the site such that the rate of flow from the site is reduced from current rates. Discharge of additional storm water caused by the development onto adjacent properties will be prohibited unless written easements are obtained from the owners of such adjacent properties.

All natural drainage ways will be preserved at their natural gradients and will not be filled or converted.

The design of storm water drainage systems provides for the disposal of storm water without damage to streets, adjacent properties, or downstream properties.

Finding: The site has adequate provisions for the disposal of all storm water collected on streets, parking areas, roofs or other impervious surfaces through a stormwater drainage system and maintenance plan which does not have adverse impacts on abutting or downstream properties.

G. Erosion Control: For all projects, building and site designs and roadway layouts will fit and utilize existing topography and desirable natural surroundings to the fullest extent possible.

Any soil disturbance will require erosion and sedimentation controls that meet the Maine Erosion and Sediment Control Best Management Practices.

Sheets 7 through 10 detail the erosion control measures to be taken during construction.

Finding: *The plan utilizes existing topography and desirable natural surroundings to the fullest extent possible. Erosion control measures meet the requirements of this section.*

H. Water Supply: The development will be provided with a system of water supply that provides each use with an adequate supply of water meeting the standards of the State of Maine for drinking water.

An ability to serve letter from the Portland Water District has been provided.

Finding: *The development provides a system of water supply that provides for an adequate supply of water meeting the standards of the State of Maine for drinking water.*

I. Sewage Disposal: A sanitary sewer system will be installed at the expense of the developer if the project is located within a sewer service area as identified by the sewer user ordinance. The Site Plan Review Committee or Planning Board may allow individual subsurface waste disposal systems to be used where sewer service is not available.

An ability to serve letter from the Portland Water District has been provided.

Finding: *The development provides for sewage disposal for the anticipated use of the site.*

J. Utilities: The development will be provided with electrical and telephone service adequate to meet the anticipated use of the project.

As shown on Sheet 5 of 10, the site is served with under-ground cable, telephone, and power. Overhead utilities are at Narragansett Street.

Finding: *The development will provide for adequate electrical and phone service to meet the anticipated use of the project.*

K. Natural Features: The landscape will be preserved in its natural state insofar as practical by minimizing tree removal, disturbance and compaction of soil, and by retaining existing vegetation insofar as practical during construction.

As described in note 7 of Sheet 6 of 10, Landscape Plan the existing canopy trees and understory will be retained.

Additional landscaping that meets the performance standards within the Narragansett Mixed Use Development District has been provided, see Sheet 6 of 10. Further review is provided in the

Performance Standards SECTION 1-16 – NARRAGANSETT MIXED-USE DEVELOPMENT DISTRICT Subsection D below.

Finding: *The development of the site will preserve existing vegetation to the greatest extent practical during construction.*

L. Groundwater Protection: The proposed site development and use will not adversely impact either the quality or quantity of groundwater available to abutting properties or public water supply systems.

The proposed development will not utilize or adversely impact the groundwater availability.

Finding: *The proposed development will not adversely impact either the quality or quantity of the groundwater available to abutting properties or public water supply systems.*

M. Exterior Lighting: The proposed development will provide for adequate exterior lighting to provide for the safe use of the development in nighttime hours.

According to the Swaney Lighting report dated December 14, 2021, all exterior lighting is designed and shielded to avoid undue adverse impact on neighboring properties and rights-of-way.

As shown on Exhibit 8 and the Site Photometric Plan dated December 9, 2021, lighting is provided at entrances to the building and will not create glare onto abutting properties.

Finding: *The proposed development provides for adequate exterior lighting to provide for the safe use of the development during nighttime hours.*

O. Waste Disposal: The proposed development will provide for adequate disposal of solid wastes and hazardous wastes.

The applicant has a fully enclosed dumpster and dumpster pad in the rear of the buildings. A private licensed waste hauler will empty the dumpster on a regular basis.

Finding: *The development will provide for adequate disposal of solid wastes and hazardous waste.*

P. Landscaping: The development plan will provide for landscaping to define street edges, break up parking areas, soften the appearance of the development and protect abutting properties from adverse impacts of the development.

As described in note 7 of Sheet 6 of 10, Landscape Plan the existing canopy trees and understory will be retained.

Additional landscaping that meets the performance standards within the Narragansett Mixed Use Development District has been provided, see Sheet 6 of 10. Further review provided in the Performance Standards SECTION 1-16 – NARRAGANSETT MIXED-USE DEVELOPMENT DISTRICT Subsection D below.

The use of Invasive Terrestrial Plants is not allowed in any landscaping on the site per the standards and requirements under Chapter 2, Section 2-1, J. Invasive Terrestrial Plants

Finding: *The proposed plan will provide landscaping to soften the appearance of the development.*

Q. Shoreland Relationship: The development will not adversely affect the water quality or shoreline of any adjacent water body. The development plan will provide for access to abutting navigable water bodies for the use of occupants of the development.

The lot is not located in the Shoreland Overlay District.

Finding: *The development will not adversely affect the water quality or shoreline of any adjacent body of water.*

R. Technical and Financial Capacity: The applicant has demonstrated that he has the financial and technical capacity to carry out the project in accordance with this Code and the approved plan.

Technical capacity is demonstrated by the hiring of Linda Braley and Sebago Technics Inc. Financial capacity is demonstrated with a letter provided by Brian O’Coin, Vice President of Gorham Savings Bank dated October 28, 2021

Finding: *The applicant has the financial and technical capacity to complete the project in accordance with Gorham’s Land Use and Development Code and the approved plan.*

S. Buffering: The development will provide for the buffering of adjacent uses where there is a transition from one type of use to another use and to screen service and storage areas. The buffer areas required by the district regulations will be improved and maintained.

As described in note 7 of Sheet 6 of 10, Landscape Plan the existing canopy trees and understory will be retained.

Additional landscaping that meets the performance standards within the Narragansett Mixed Use Development District has been provided, see Sheet 6 of 10. Further review provided in the Performance Standards SECTION 1-16 – NARRAGANSETT MIXED-USE DEVELOPMENT DISTRICT Subsection D below.

The use of Invasive Terrestrial Plants is not allowed in any landscaping on the site per the standards and requirements under Chapter 2, Section 2-1, J. Invasive Terrestrial Plants

Finding: *The development provides buffering to screen service and storage areas.*

T. Noise: The applicant has demonstrated that the development will comply with the noise regulations listed in Table 1 – Sound Level Limits and the associated ordinances.

The uses at the site are required to meet the A-weighted hourly equivalent sound level limits of 70 dBA daytime (7am-7pm) and 60 dBA nighttime (7pm- 7am).

Finding: *The development will comply with the A-weighted hourly equivalent sound level limits of 70 dBA daytime (7am-7pm) and 60 dBA nighttime (7pm-7am).*

CHAPTER 3 - SUBDIVISION, SECTION 3 - PRELIMINARY PLAN

The Planning Board, following review of the Subdivision Application, makes these findings based on the Subdivision Review criteria found in Chapter 3, Subdivision, Section 3 – C. Preliminary Plan Review, and Section 4 – C. Final Plan Review.

C. PRELIMINARY PLAN REVIEW

2) The Planning Board shall include in its review the following general and specific requirements that the development has proposed for approval:

- a) Shall be in conformance with the Comprehensive Plan of the Town, and with all pertinent State and local codes and ordinances, including the Performance Standards related to specific types of development which are stipulated in Chapter 2.

The applicant is required to obtain all local, state, and federal permits needed for the proposed development.

The Comprehensive Plan identifies this area as Narragansett Mixed Use Development District. The zoning is currently Narragansett Mixed Use Development District (NDD), which allows for residential uses and retail stores less than 7,000 square feet as part of a mixed use development. Residential are required on the upper floors with commercial uses located on the first floor.

Finding: *Raceway Drive subdivision amendment conforms to the Comprehensive Plan and with all pertinent State and local codes and ordinances.*

- b) Will not cause congestion or unsafe conditions with respect to use of the highways or public roads, existing or proposed on or off the site.

Access to Raceway Drive is via Narragansett Street. Raceway Drive was previously approved and is constructed to the Town’s standard. The addition of one (1) additional lot should not cause congestion or an unsafe condition on Narragansett Street.

Finding: *Raceway Drive subdivision amendment will not cause congestion or unsafe conditions with respect to use of the highways or public roads, existing or proposed on or off the site.*

- c) Will not place an unreasonable burden by either direct cause or subsequent effect on the availability of the Town to provide municipal services including utilities, waste removal, adequate roads, fire and police protection, school facilities and transportation, recreational facilities, and others.

The Raceway Drive one (1) lot subdivision amendment will be served by public water and public sewer, as well as underground utilities. Waste removal will be provided by a licensed

professional hauler. Narragansett Street is a public road and is constructed to with stand the increase traffic from this development. All other facilities and public protections including the school system have the ability for the increase to municipal services.

Finding: Raceway Drive one (1) lot subdivision amendment will not place an unreasonable burden by either direct cause or subsequent effect on the availability of the Town to provide municipal services including utilities, waste removal, adequate roads, fire and police protection, school facilities and transportation, recreational facilities, and others.

- d) Has sufficient water supply available for present and future needs as reasonably foreseeable.

The one (1) lot subdivision amendment will be served by a water main extended from the Portland Water District's water main located in the right-of-way. The water main design and installation must meet the requirements of the Portland Water District.

An ability to serve letter from the Portland Water District has been provided.

Finding: Raceway Drive subdivision amendment shall provide for adequate water supply for present and future needs.

- e) Will provide for adequate solid and sewage waste disposal for present and future needs as reasonably foreseeable.

An ability to serve letter from the Portland Water District has been provided.

Finding: Raceway Drive subdivision amendment shall provide for adequate solid and sewage waste disposal for present and future needs as reasonably foreseeable.

- f) Will not result in undue pollution of air, or surficial or ground waters, either on or off the site.

Stormwater from the site will be treated in stormwater infrastructure meeting the Maine Department of Environmental Protection's and the Town of Gorham's stormwater requirements. The sewage disposal will be treated utilizing the public sewer system.

Finding: Raceway Drive subdivision amendment will not result in undue pollution of air, or surficial or ground waters, either on or off the site.

- g) Will not cause unreasonable soil erosion or reduction in the capacity of the land to hold water so that a dangerous or unhealthy condition may result.

The proposed construction will not impact wetlands or water bodies.

Any soil disturbance will require erosion and sedimentation controls that meet the Maine Erosion and Sediment Control Best Management Practices.

Sheets 7 through 10 detail the erosion control measures to be taken during construction.

Finding: Raceway Drive subdivision amendment will not cause unreasonable soil erosion or reduction in the capacity of the land to hold water so that a dangerous or unhealthy condition may result.

- h) Will not affect the shoreline of any body of water in consideration of pollution, erosion, flooding, destruction of natural features and change of ground water table so that a dangerous or unhealthy condition may result.

There are no water bodies, as defined in the Zoning Ordinance, on this property.

Stormwater maintenance has been designed in accordance with state, Federal, and local requirements prior to discharging into groundwater or into abutting wetland.

Finding: Raceway Drive subdivision amendment will not affect the shoreline of any body of water in consideration of pollution, erosion, flooding, destruction of natural features and change of ground water table so that a dangerous or unhealthy condition may result.

- i) Will respect fully the scenic or natural beauty of the area, trees, vistas, topography, historic sites and rare or irreplaceable natural or manmade assets.

The proposed construction will not impact wetlands or water bodies. The layout of the buildings and road will not affect scenic or natural beauty of the area, trees, vistas or historic sites.

No historic site, rare or irreplaceable natural or manmade assets are located on the site.

Finding: Raceway Drive subdivision amendment shall respectfully the scenic or natural beauty of the area, trees, vistas, topography, historic sites and rare or irreplaceable natural or manmade assets.

- j) Financial Capacity to meet Subdivision Regulations. The applicant must have adequate financial resources to construct the proposed improvements and meet the criteria standards of these regulations. The Board will not approve any plan if the applicant has not proven its financial capacity to undertake it.

The applicant has submitted a letter from Gorham Savings Bank as having financial capacity to construct the proposed improvements.

Finding: The applicant has adequate financial resources to construct the proposed improvements and meet the criteria standards for the development.

- 3) Every subdivision shall be responsible for providing open space and recreational land and facilities to meet the additional demand created by the residents of the subdivision. This requirement shall be met by the payment of a Recreational Facilities and Open Space Impact Fee in accordance with Chapter 8.

The applicant will be required to pay the Recreational Facilities and Open Space Impact Fee prior to issuance of the building permits.

Finding: *The applicant of Raceway Drive subdivision amendment will be responsible for providing open space and recreational land and facilities to meet the additional demand created by residents of the subdivision.*

- 4) If an applicant chooses to create open space and/or recreational land and facilities within the subdivision in addition to paying the impact fee, the following applies:
- a) **Land Improvements:** The applicant shall improve the land according to the proposed use of the land and the requirements of the Planning Board.
 - b) **Owners Association:** A homeowners’ association shall be formed to provide for the perpetual care of commonly owned recreation land.

The applicant is not providing open space and/or recreational land nor facilities within this subdivision.

Finding: *No additional recreational facilities or open space will be provided.*

CHAPTER 3 - SUBDIVISION, SECTION 3-4 C - FINAL PLAN

- 1) The Planning Board shall review the Final Plan of the proposed development as submitted. It shall verify the provision of all information as required under the above subsections, and the provision of any additional information requested during the Preliminary Review. It shall examine any changes made subsequent to the Preliminary Plan for satisfactory correction.

SECTION 1-16 – NARRAGANSETT MIXED-USE DEVELOPMENT DISTRICT

D. PERFORMANCE STANDARDS

The standards that are relevant and apply to this application are reviewed below.

- 1) Lot Layout
 - a) Lots abutting multiple streets shall be oriented so the front of the building faces the street of lower classification. Lots with frontage on Narragansett Street shall meet the standards listed in item 6 within this section. For lots with frontage on both Narragansett Street and another street, the buildings, parking lots and access drives shall be located a minimum of 75 feet from Narragansett Street.
 - b) Large parcels shall be developed to create a business or office park environment. Mixed-uses are permitted in an office/business park type of development.
 - c) Mixed-use developments can consist of a mix of residential and commercial lots and/or a mix of residential and commercial buildings

The buildings, parking and access drives are located 75 feet from Narragansett Street. This is a mixed use development.

Findings: The buildings, parking lots and access drives shall be located a minimum of 75 feet from Narragansett Street.

2) Buffer yards

b) Screening along public roadways: Development adjacent to public roadways shall be screened as follows:

1. Abutting Narragansett Street and Bernard Rines Bypass – a buffer yard forty (40) feet in width containing at least four (4) canopy trees, eight (8) under story trees, and twelve (12) shrubs per one hundred (100) feet of frontage.

Sheet 6 of 10 shows 15 canopy trees, 34 understory trees, and 46 shrubs.

Finding: The applicant has provided screening along public roads that meets the requirements of this section.

2. Abutting a local street and facing non-residential or mixed uses: A buffer yard of ten (10) feet in width containing at least one (1) canopy tree per one hundred (100) feet of frontage.

How many canopy trees are there per 100 feet along Raceway Drive?

Finding: The applicant has provided screening along public roads that meets the requirements of this section.

c) Canopy trees deciduous, shade or evergreen trees planted at 3 to 3-1/2 inches in caliper with a mature height of at least 35 feet. Under story trees shall be deciduous shade, fruit or evergreen trees planted at 2 to 2-1/2 75 inches in caliper with a mature height of at least 12 feet.

d) Alternative buffers and screening: In lieu of compliance with the above buffer yard and screening requirements, a developer may submit a detailed plan and specification for landscaping and screening which will afford a degree of buffering and screening equivalent to or exceeding that provided by the above requirements.

If the developer intends to provide an alternative, a comparison of required and proposed would be helpful to determine if it is equivalent to or exceeds this requirement.

e) Parking lot landscaping: At least ten percent (10%) of the interior surface of any parking area containing twenty (20) or more parking spaces shall consist of landscaped islands which shall be composed of shrubs and trees and other landscaping materials. The interior surface of a parking area shall be derived by computing the area within the general perimeter of contiguous areas containing parking spaces, maneuvering areas behind the spaces and landscaping areas within such perimeter, except that required setback areas and buffers shall not be included in the interior area computation.

Sheet 6 of 10 shows Fountain Grass and Red Maple within the islands in the parking lot.

Finding: There are landscaped islands composed of trees and grasses.

f) Screening of refuse collection facilities: Uses within the development shall provide secure, safe, and sanitary facilities for the storage and pickup of refuse. Such facilities shall be convenient to collection and shall be appropriate to the type and size of the use being served. All refuse storage facilities shall be screened by a solid wall, fence, tight evergreen hedge, or combination of the above. Such screening shall be of sufficient height and design to effectively screen the facility from the view from adjacent residential uses and streets and from adjacent properties.

There is a dumpster pad that is surrounded by a fence to provide screening.

Findings: A fence and dumpster pad is provided to for secure, safe, and sanitary facilities for the storage and pickup of refuse.

3) Parking Lot Standards

- a) Parking lots between the front wall of any building and the street shall be limited to one row of parking spaces, the access driveway, and walkway into the buildings.
- b) All other parking shall be located to the side and rear of the building.

The parking lot is to the rear and side of the buildings.

Finding: *The development provides parking to the side and rear of the buildings.*

4) Lot Access

- a) Entrances to uses in this district shall be combined to the maximum extent possible.
- b) For lots with frontage on both Narragansett Street and another street the access drives shall be located off the street of lower classification unless the Planning Board finds that no safe alternative exists.

Sheet 3 of 10 shows one entrance off of Raceway Drive.

Finding: *The development limits the number of entrances along Narragansett Street.*

5) Public Utilities

- a) All large scale developments and subdivisions shall connect to public sewer and water meeting the requirements of the Portland Water District and the Town of Gorham.
- b) All developments are required to have underground utilities.

The applicant has submitted the ability to serve letter from the Portland Water District.

Sheet 5 shows all utilities are underground.

Finding: The development is connected to public water and sewer and all utilities are underground.

6. Narragansett Street: Design Standards – Buildings with frontage along Narragansett Street shall conform to the below standards.

a) All non-residential principal buildings and structures with frontage along Narragansett Street shall be designed in a traditional New England Village style.

A001, Cover Sheet show the design in a traditional New England Village style.

Finding: The architectural renderings cover sheet shows that the buildings are designed in a traditional New England Village style.

b) All buildings shall be designed so that the front wall of the building and any wall facing Narragansett Street that is not a front wall has the visual appearance of a front façade. The façade shall incorporate pedestrian scale design features such as doors and windows to create a “village character.” Windows or architectural treatments designed to simulate windows shall comprise no less than twenty percent (20%) of the exterior wall surface. The façade shall be designed to avoid large blank wall space.

The front façade is design as the front wall as well as the Narragansett Street wall side.

The façade is designed to avoid large blank wall space. *The front façade is design as the front wall as well as the Narragansett Street wall side.*

Finding: The façade is designed to avoid large blank wall space.

c) Roofs shall be designed to maintain the New England village character. All new buildings and additions shall have pitched or gabled roofs to the extent possible. If a pitched roof is not practical, false building fronts shall be used to imitate pitched roofs. Accessory buildings, canopies, and other structures shall have roof lines that are visually compatible with the roof line of the principal building.

A001 show roofs that are in the New England character and pitched.

Finding: The architectural renderings show both buildings with pitched roofs.

d) Buildings shall be compatible with the “village character.” The exterior surface of all facades that are visible from a public street shall use traditional New England materials or materials which replicate traditional materials such as vinyl clapboard siding, masonry units that replicate shake or clapboard siding, or metal or plastic roofing that simulates shake or shingle roofing. The use of flat concrete block, corrugated or flat metal, fiberglass, or plastic panels,

reflective materials, stucco, or products such as T-111 or plywood on facades visible from public streets is not permitted. The treatment of accessory buildings and structures shall be compatible with the principal building and shall use similar materials, details, and level of trim.

A200 and A201 show the materials of both buildings with shiplap, clapboard and shingle siding.

Findings: The buildings are compatible with the “village character.” The exterior surface of all facades that are visible from a public street are traditional New England materials and are not highly reflective.

- 7) Narragansett Mixed-Use Development District – Design Standards Except as outlined above, all buildings, structures and lots within the Narragansett Mixed-Use Development District shall comply with the below standards.

a) Building and Other Structure Materials

1. The predominant exterior building materials shall be of high quality materials, including, but not limited to, wood or vinyl clapboard siding, masonry units that replicate shake or clapboard siding, brick, sandstone, wood, native stone and tinted/textured concrete masonry units and/or glass products or metal or plastic roofing that simulates shake or shingle roofing. Simulated material may be substituted for any of the aforementioned building materials.

A200 and A201 show the materials of both buildings with shiplap, clapboard and shingle siding.

Findings: The building materials shall be of high quality materials.

2. At least three different building materials shall be used for the primary façade of a building facing the primary street the building accesses. The Planning Board may waive the building material to two different materials if it finds the building design has enough architectural detail to sufficiently break-up the massing of the building. Glass for use in windows and doors shall not be considered one of the required building materials. All façades that have frontage on a street shall be considered a primary façade.

Sheets A 200 and A201 show three different building materials to be used.

Findings: The buildings provide enough architectural detail to sufficiently break-up the massing of the buildings.

3. Building(s) shall be located on the property with the principal building entrance oriented toward the primary focal point of

the property/development.

The building is located with the principal entrance oriented toward the east.

Findings: The building located on the property with the principal building entrance oriented toward the primary focal point of the property/development.

4. Exterior building materials shall not include smooth-faced concrete block, tilt-up concrete panels, or T-111. Prefabricated steel panels are excluded unless they contain architectural details with intricate designs. Metal roofs may be allowed if compatible with the overall architectural design of the building.

The exterior building is made of wood clapboard, shiplap and shingles. Asphalt and metal roofing materials will be used.

Findings: The exterior building is made of wood shiplap and shingles. Asphalt and metal roofing materials will be used.

5. Customer Entrances: The customer entrance(s) shall be clearly defined and highly visible by using features such as canopies, porticos, overhangs, recesses/projection, and raised corniced parapets over the door, arcades, arches, wing walls. Integral planters are highly encouraged.

All the customer entrances are covered by a canopy.

Findings: The customer entrances are covered by a canopy.

6. Roof Design: Roofs shall be designed to reduce the apparent exterior mass of a building, add visual interest and be appropriate to the architectural style of the building. The following design elements are highly encouraged: variations within one architectural style; visible roof lines and roofs that project over the exterior wall of a building enough to cast a shadow on the ground; and overhanging eaves, sloped roofs and multiple roof elements. Architectural methods shall be used to conceal flat roof tops. All roof-top mechanical equipment shall be screened so that it is not visible from grade.

The roof is separated in the larger building so that it adds visual interest and projects over the walkway as a canopy.

Findings: Roofs shall be designed to reduce the apparent exterior mass of a building, add visual interest and be appropriate to the architectural style of the building.

7. Building and Other Structure Colors: Exterior colors shall be of low reflectance, subtle, neutral or muted earth tone colors. The use of high intensity colors such as black, neon, metallic or fluorescent colors for the facade and/or roof of the building are prohibited except as approved for building trim.

A 200 and 201 state that low reflective materials are to be used.

Findings: Exterior colors shall be of low reflectance, subtle, neutral or muted earth tone colors.

8. Mechanical Equipment and Service Areas. The location of loading docks and service areas shall be to the sides and/or rear of a building, except when a site abuts Narragansett Street, in which case the said areas shall be located to the sides of the building that do not face Narragansett Street or the Bernard Rines Bypass.

Sheet 3 of 10 shows no loading dock or service area.

Findings: The location of loading docks and service areas shall be located to the sides of the building that do not face Narragansett Street.

9. The architectural design of the buildings shall incorporate features which screen, contain and conceal all heating, ventilation, air conditioning units, trash enclosures, dumpsters, loading docks and service yards. Landscaping, fencing, berms and similar features may be used to accomplish this goal.

All equipment shall be screened from view by architectural design of the buildings.

Findings: The architectural design of the buildings incorporates features which screen, contain and conceal all heating, ventilation, air conditioning units, trash enclosures, dumpsters, loading docks and service yards.

10. Fencing, screening, landscaped berms, natural features or combination thereof, shall be utilized to shield from the view of abutting residential properties and public ways all loading and unloading operations, storage and repair work areas, commercial vehicle parking, and waste disposal and collection areas. Screens at least as high as the equipment they hide shall be of a color and material matching or compatible with the dominant colors and materials found on the facades of the

principal building. Chain link or cyclone fencing (with or without slats) shall not be used to satisfy this requirement.

Sheet 9 of 10 shows cedar board panel fencing to surround and shield the dumpster. The fence is 6 feet tall and shall be of a color and material matching or compatible with the dominant colors and materials found on the facades of the principal building.

Findings: Fencing is utilized to shield from the view the public ways waste disposal and collection areas. The fence is 6 feet tall and shall be of a color and material matching or compatible with the dominant colors and materials found on the facades of the principal building.

11. Equipment that would remain visible despite the screening due to differences in topography (i.e., a site that is at a lower grade than surrounding roadways) shall be completely enclosed except for vents needed for air flow, in which event such vents shall occupy no more than 25% of the enclosure façade.

Sheet 6 of 10 shows the equipment screened from view utilizing grasses.

Findings: The equipment is screened from view.

7) Bike paths/greenway systems – the applicant shall provide for convenient and safe pedestrian and bicycle access to and within the development.

Sheet 3 of 10 shows sidewalks throughout the site leading from the parking lots to all entrances to buildings as well as along the frontage of Raceway Drive.

In an email written by Tom Poirier, the total off-site sidewalk contribution is \$33,601.27.

Findings: Sidewalks will be provided to and within the site.

Conditions of Approval

1. That this approval is dependent upon, and limited to, the proposals and plans contained in this application and supporting documents submitted and affirmed by the applicants and that any variation from the plans, proposals and supporting documents is subject to review and approval by the Planning Board or Site Plan Review Committee, except for minor changes which the Town Planner may approve.
2. That prior to the commencement of construction of the site plan, the applicant is responsible for obtaining all required local, state and federal permits;

3. That the applicant shall provide property line information and site information in auto-CAD format to the Town Planner prior to the pre-construction meeting;
4. All waivers and variances will be listed on the plan prior to recording.
5. That the underground electric lines shall be inspected by the Code Enforcement Office prior to backfill;
6. The map and lot numbers shall be listed in the bottom right corner of all pages of the plan set;
7. The applicant will be required to pay the Recreational Facilities and Open Space Impact Fee prior to issuance of the building permits.
8. That all relevant conditions of approval from past Site Plan and subdivision approvals shall remain in effect;
9. That any proposed use on the site shall meet the sound level requirements outlined under Chapter 4, Section 9, T. Noise;
10. That prior to the pre-construction meeting the applicant will establish the following: a performance guarantee totaling 125% of the costs to complete the construction and an escrow for field inspection meeting the approvals of Town Staff and the Town's Attorney;
11. That prior to the commencement of any site improvements, the applicant, its earthwork contractor, and the design engineer shall arrange a pre-construction meeting with the Town's Review Engineer, Public Works Director, Fire Chief, Code Enforcement Officer and the Town Planner to review the proposed schedule of improvements, conditions of approval, and site construction requirements;
12. That all site construction shall be carried out in conformance with the Maine Erosion and Sediment Control Best Management Practices, Maine Department of Environmental Protection, latest edition and in accordance with the erosion and sedimentation control information contained in the application;
13. That the Planning Board Chairman is authorized by the Planning Board to sign the Findings of Fact on behalf of the entire Board;
14. That the subdivision plan shall not be released for recording at the Cumberland County Registry of Deeds until the required performance guarantee has been posted meeting the approval of Town Staff; and the subdivision plan is required to be recorded within one year of original approval or the approval becomes null and void;
15. That these conditions of approval must be added to the site plan and the site plan shall be recorded at the Cumberland County Registry of Deeds within thirty (30) days of the date of written notice of approval by the Planning Board, and a dated copy of the recorded site plan shall be returned to the Town Planner prior to the pre-construction meeting; and

16. That these conditions of approval must be added to the subdivision plan and the subdivision plan shall be recorded at the Cumberland County Registry of Deeds within one (1) year of the date of written notice of approval by the Planning Board, and a dated copy of the recorded plan shall be returned to the Town Planner prior to the pre-construction meeting.

SUGGESTED MOTIONS:

FOR SITE PLAN APPROVAL:

Move to grant Jamie Wright of Gorham Bike & Ski's request for site plan and subdivision amendment approval to allow creation of an additional lot at Raceway Innovation Campus subdivision and construction of a 4,996 square foot commercial/residential mixed use building, a 936 square foot storage/residential mixed use building, outdoor dining, sidewalk, bicycle test track, parking lot, and landscaping for the property located at Raceway Drive on Map 39 Lot 2-2 in the Narragansett Mixed Use Development zoning district with Findings of Fact and Conditions of Approval as written by the Town Planner and modified this evening by the Planning Board.

TO PLACE THE ITEM ON THE CONSENT AGENDA:

Move to place the item on the consent agenda pending the submission of responses to remaining issues.