

**Town of Gorham
 Planning Board Meeting
 March 6, 2023**

ITEM 7 - Preliminary Subdivision Application - Shirley Newton, LLC – a request for approval of a 13-lot residential subdivision on 38 acres off Shirley Lane and a connection of Shirley Lane and Newton Drive. Zoned, URExp. Map 8, Lot 10. The applicant is represented by Charles Burnham, P.E.

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PROJECT TRACKING

DESCRIPTION	COMMENTS	STATUS
Pre-Application/Sketch (optional)		June 7, 2021 December 6, 2021 January 9, 2023
Site Walk		
Planning Board Preliminary Review		March 3, 2023

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.

Jim Anderson, Chair, Gorham Planning Board

1. OVERVIEW

This is fourth time this application has come before the Planning Board. The previous meeting was January 9, 2023. This is the first submission of a preliminary plan.

The applicant is represented by Charles Burnham, P.E.

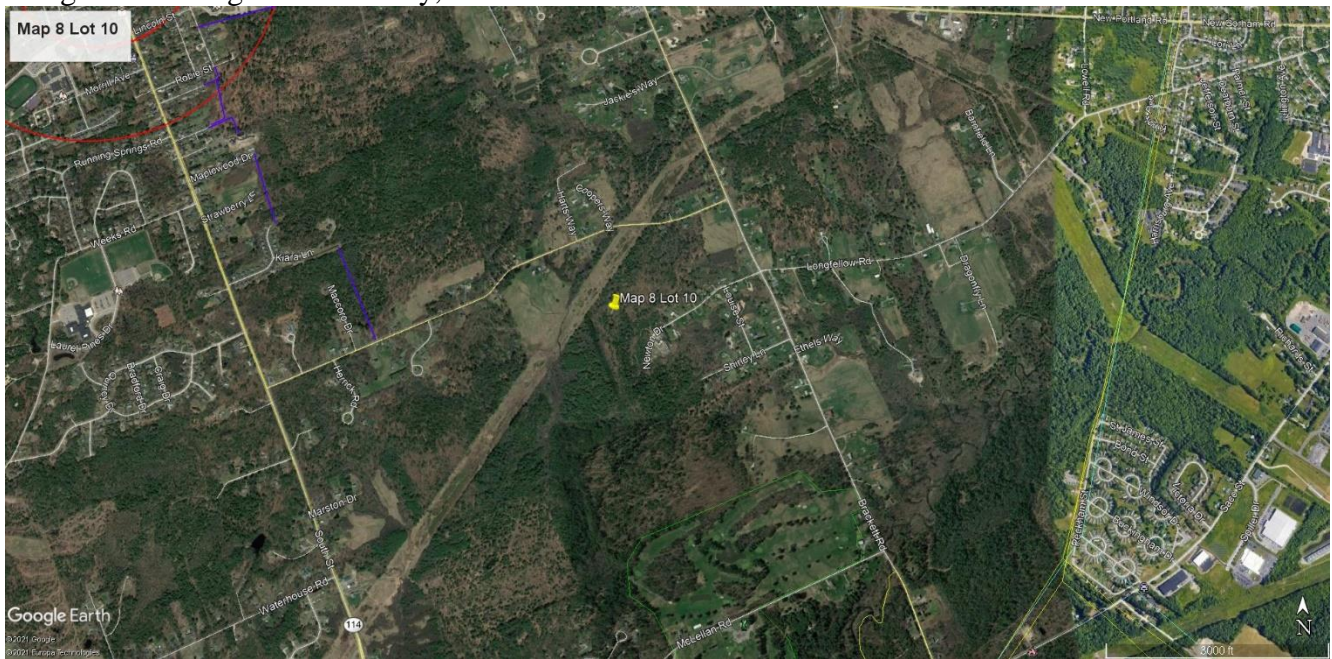
2. ITEMS OF NOTE

- A subdivision plan, affixed with the registered professional surveyor and/or engineer seal(s), should be included in the plan set. The subdivision plan should also include a space for the signatures of the Planning Board and the date of the approval following the words, “Approved: Town of Gorham Planning Board”, and a place for deed registry. The subdivision plan should be in black and white with no color or it cannot be recorded.
- Financial Capacity information needs to be submitted for preliminary plan approval. This should include cost estimates, time schedule for construction, and one of 3 choices for financing proof.
- A Maine Construction General Permit will be needed since the project will disturb over one acre.
- The Soil Erosion and Sedimentation Control Plan references “areas near the stream crossing” and “...in the vicinity of the two streams at the project site”. Where are these streams located, and do they meet the State’s definition of a stream?
- It is unclear whether the road is to be constructed to private way or public way standards. Is the proposed road intended to be proposed for acceptance by the Town as a public way or is it intended to remain a private way? Please provide clarification of the intent.
- What typical roadway section is the proposed road intended to meet?
- All subdivisions require a Homeowner’s Association. Those documents should be submitted for legal review.
- A Class B soil survey has been submitted. Section 3-3, Paragraph B.11 of the Gorham Land Use and Development Code requires Class A soil surveys for subdivisions. Class A soil surveys may only be waived to Class B soil surveys for subdivisions that do not require the net acreage calculation and/or where public water supply is available to serve the lots. The project is in the Urban Residential Expansion District which requires net residential density calculations (submitted in Attachment E) according to Section 1-24, Paragraph D of the Code.
 - a. The public water calculations are described in SECTION 2-10 – THE PROVISION OF PUBLIC WATER SUPPLY - The Planning Board shall, by formal vote, exempt a development from the requirement to extend and/or use public water supply if it finds that certain conditions are met. The entire Calculation sheet for public water needs to be submitted for review to determine waiver necessity. It is found here...<https://www.gorham-me.org/planning-division/pages/estimator-water-supply-costs>
- Sanitary Sewers: Sanitary sewers shall be required per the Town of Gorham Wastewater Ordinance and be designed and constructed to the requirements of the Superintendent of Sewers and the Portland Water District. See ARTICLE IX - SEWER EXTENSIONS SECTION 1 for the required calculation if a waiver is wanted. Otherwise it is required.

- If the road is to be a private way, a private way plan needs to be submitted for review and approval that meets the standards found in Chapter 2 SECTION 2-5 - MINIMUM STANDARDS FOR THE DESIGN AND CONSTRUCTION OF STREETS AND WAYS
- If the road is to be public, it needs to be stated as such and designed according to the standards in Chapter 2 Section 2-5.
- Stormwater Management Plan needs more detail.

3. AERIAL PHOTOGRAPH

Google earth image taken in May, 2018.



4. STAFF COMMENTS

Planning Division: 02/28/2023

- How many dwelling units are proposed in this new plan?
- Is the proposed road design based on dwelling units or lots?
- The subdivision application should be signed by the Applicant or Agent.
- A vicinity map should be included on the plans.
- The street needs to be configured such that the 2 street names can be sustained or street names need to be determined by the emergency personnel. A form for this purpose is here...
https://www.gorham-me.org/sites/g/files/vyhlf4456/f/uploads/street_and_driveway_name_approval_form_revised_12_15_21.docx.pdf
- Several lots do not have the required minimum street frontage, if this is proposed to be a private street.

- Principal single-family, two-family, and multi-family buildings and structures shall be of a traditional New England design to be compatible with the predominant scale and character of the existing Gorham Village architecture.
- All roads that will be dedicated to the Town for public use shall meet the standards for public roads contained in Section 2-5 Minimum Standards for the Design and Construction of Streets and Ways.
- Grange Engineering is found on several plan sheets. How are they involved?
- If Lot 2 were developed, would the driveway impact the wetland on the lot?
- This site was completely clear cut sometime in late 2020. In an email from Morten Moesswilde at the Maine DACF, Bureau of Forestry, states “We have identified Forest Operations Notification #542531, received on 10/13/2020 as pertaining to the location you’ve identified.

Under Liquidation Harvesting Chapter 23 Rules, a harvest is exempt if the statewide forest ownership is less than 100 acres. The notification indicates that PTG Investment Trust owns less than 100 acres statewide. A brief search of the registries for all surrounding counties in southern Maine found no other properties owned by PTG Investment Trust.

For your reference the relevant rules are found at https://www.maine.gov/dacf/mfs/rules_and_regulations.html, under Liquidation Harvesting. The specific exemption identified is Chapter 23, Section 5(E):
E. Where the landowner owns less than 100 acres of forest land statewide;

Assessing Department: 02/16/2023

The overall site plan is very busy. Need one that just depicts lots with square feet.

Code Department: No Comments

Fire Department: No Comments

Public Works: verbal comment on 02/22/2023

The existing streets may not be built according to current town standard.

Town of Gorham Engineer: 02/21/2023

1) Sheet C-302: Typical Roadway Section is mirrored with respect to the roadway stationing. The sidewalk is shown on the left side with a ditch on the right. The plans show the sidewalk on the right side of the roadway with the ditch on the left. This should be corrected.

Wright-Pierce: 02/27/2023

As requested, Wright-Pierce has reviewed the Preliminary Subdivision Application for the proposed Shirley Newton Subdivision project. The Applicant, Shirley Newton LLC, is proposing a 13-lot residential subdivision, which will be accessed by a proposed paved looped road that was previously established during the construction of Shirley Lane and Newton Road.

Documents Reviewed by Wright-Pierce

- Preliminary Shirley Newton Subdivision Application – Prepared by Charlie Burnham, PE (February 13, 2023)
- Shirley Newton Subdivision Plan Set – Prepared by Charlie Burnham, PE (February 13, 2023)

Review Comments

Applicant should provide written responses to the review comments recommending clarification or further information to be provided by the Applicant.

General/Completeness

1. The subdivision application should be signed by the Applicant or Agent.
2. A subdivision plan, affixed with the registered professional surveyor and/or engineer seal(s), should be included in the plan set. The subdivision plan should also include a space for the signatures of the Planning Board and the date of the approval following the words, “Approved: Town of Gorham Planning Board”, and a place for deed registry. The subdivision plan should be in black and white with no colored lines.
3. A vicinity map should be included on the plans.
4. Please submit Financial Capacity information during final plan submission.
5. A Maine Construction General Permit will be needed since the project will disturb over one acre.
6. A detail/cross section for the 36-inch half buried wetland crossing should be included on the plans.
7. The Soil Erosion and Sedimentation Control Plan references “areas near the stream crossing” and “...in the vicinity of the two streams at the project site”. Where are these streams located, and do they meet the State’s definition of a stream?

General Standards of Performance

1. Environmental
 - a. The project is not within the Shoreland Overlay District, FEMA floodplain, MS4 Urbanized Area, or other known regulated area.
 - b. Adequate erosion and sedimentation controls are proposed for the road construction. Erosion and sedimentation controls will be required for any construction on the individual lots but are not necessary to be shown for subdivision approval/notification.
 - c. A double row of silt fence adjacent to wetlands, should be shown on the plans as described in the Soil Erosion and Sedimentation Control Plan.
 - d. The Applicant indicates there will be less than 2,000 square feet of impact to any wetlands. While this is less than the Maine DEP threshold for Natural Resources Protection Act (NRPA) permitting, has it been confirmed the proposed activity meets the other requirements for an exemption to the NRPA permitting (38 M.R.S. §480-Q(17))? Furthermore, the US Army Corps of Engineers notification is still required. Please provide comment on the status of this.
2. Traffic
 - a. The Applicant states that approximately 26 trips are anticipated from 4-6pm and 130 total daily trips will be generated by the proposed subdivision. We do not believe that the anticipated traffic will have an adverse effect on the area, and this is below the threshold for a Traffic Movement Permit.

Roadway Requirements

1. It is unclear whether the road is to be constructed to private way or public way standards. Is the proposed road intended to be proposed for acceptance by the Town as a public way or is it intended to remain a private way? Please provide clarification of the intent.
2. What typical roadway section is the proposed road intended to meet? It appears the proposed road is similar to an Urban Access roadway but with a ditch on the right-hand side, which is not shown on the Town's standard detail. Please clarify and formally request a waiver meeting the requirements of the Land Use and Development Code if the intent is to vary from the Town's standard detail. Coordinate with the Town to determine which type of roadway is required.
3. It appears that some but not all radii are labeled. Clearly label all centerline radii so it can be confirmed that the design standards are being met.
4. There is an error with the labeling of the road PT stations and elevations in the roadway profiles. "???" is listed instead of the correct values.
5. If the road is intended to remain private, provide a draft maintenance agreement for the maintenance of the road by the owners that share it. The maintenance agreement shall be finalized and recorded in the Cumberland County Registry of Deeds within 30 days of Planning Board Approval.
6. If the road is intended to remain private, a private way application is required, and the plan should incorporate all of the Town's standard private way notes.
7. The compacted aggregate subbase thickness in the New Pavement Detail does not match the thickness shown in the Typical Roadway Section. Also, it appears the callout for the compacted subgrade in the New Pavement Detail is cut off.
8. Scales on the plans should be checked and updated. For instance, C-102 indicates 1" = 60' in the bar scale and 1" = 100' in the title block scale.

Subdivision Requirements

1. All monuments on a right-of-way should be 5-inch granite or concrete squares. See the Gorham Land Use and Development Code for more information. It appears that monument locations are shown but not labeled so it cannot be verified what types of monuments are proposed.
2. A Class B soil survey has been submitted. Section 3-3, Paragraph B.11 of the Gorham Land Use and Development Code requires Class A soil surveys for subdivisions. Class B soil surveys may only be waived to Class B soil surveys for subdivisions that do not require the net acreage calculation and/or where public water supply is available to serve the lots. The project is in the Urban Residential Expansion District which requires net residential density calculations (submitted in Attachment E) according to Section 1-24, Paragraph D of the Code.
3. Are the lots intended to be sold off individually for individual house construction or will the lots be developed by the current owner?
4. Was a hydrogeologist hired to assess the groundwater conditions and provide comment on water supply?

Stormwater Management

1. The Stormwater Management Plan states that the project was designed to Maine DEP Stormwater Law requirements. Has a Stormwater Management Law application been submitted to the Maine DEP?
2. Provide comment on how the proposed impervious area for the proposed lots was determined. For example, what was the assumed impervious cover and newly created landscaped developed area for each lot assumed to be?

3. There is limited inspection and maintenance information in the Stormwater Management Plan. Submit a more detailed Plan which incorporates Maine DEP requirements for Inspection and Maintenance Plans.
4. The project proposes treatment of 84% of the impervious area and 71% of the developed area. Maine DEP Chapter 500 Rules require treatment of 95% of the impervious area and 80% of the developed area for non-linear portions of the project and 75% of impervious area and 50% of developed area in linear portions of the project. While the road is a linear project, the house lots are non-linear. The Stormwater Management Plan states that the road, driveways, and houses were considered in the analysis so treatment of both linear and non-linear portions should be considered.
5. Provide additional information regarding what the turf spillway will be reinforced with. Was proposing a riprap spillway considered? A detail for the spillway should be included in the plans.
6. It appears stormwater in the ditch along a portion of the roadway is intended to go to the bioretention cell; however, there is limited grading shown at the entrance to the bioretention cell to direct the stormwater into the bioretention cell. Without proper grading, stormwater may bypass the bioretention cell and flow directly to the wetland.
7. Will the bioretention cell be lined with an impermeable liner? If an impermeable liner is proposed, provide additional information on the plans detailing what liner is proposed and to what elevation. If an impermeable liner is not proposed, provide information showing there is adequate groundwater separation.
8. Label the elevation of the top of the bioretention cell on the Bioretention Cell Details plan and any other applicable sheets.
9. A forebay detail is included in the plans but the location of the forebay is not shown in plan view.
10. Maine DEP requires a buffer slope of less than 15% and a relatively uniform slope that does not concentrate runoff in channels. The proposed buffer around Station 11+50 contains channelized area and some slopes that appear to exceed the maximum slope.
11. Clearly label the meadow and forested buffer locations on the plans and indicate that they should not be disturbed. Buffers used for stormwater control need to be protected from alteration through deed restrictions (see Chapter 500, Appendix G Suggested templates for deed restrictions and conservation easements for use under the Stormwater Management Law).
12. Provide calculations showing the level spreaders have been designed to meet the requirements of Chapter 8 of the Maine DEP Stormwater Best Practices Manual.

Abutter Comments:

R. Foley, 09/27/2021; D. Cassidy, 01/09/2023

**PLANNING BOARD
FINDINGS OF FACT
For
SHIRLEY NEWTON, LLC – SHIRLEY LANE SUBDIVISION**

March 6, 2023

Applicant: The applicant is Shirley Newton, LLC, 241 Rowe Station, New Gloucester, ME 04260.

Property Owner: The property owner is PTG Investment Trust, 664 Main Street, Gorham, ME 04038.

Property: The lot is identified as Tax Map 8, Lot 10, and is located at end of Shirley Lane.

Consultants: Charles Edwin Burnham, P.E., #15377; Robert C. Libby, P.L.S., #2190. **Grange Engineering, 241 Rowe Station Road, New Gloucester, ME, 04260**

Project Description: The applicant is proposing a 13 lot subdivision.

Site Description: The lot is approximately 39 acres in size and is currently an open field, which was clear cut recently.

Applicability: Subdivision Plan regulations identify the Planning Board as having review and approval authority.

Zoning: Urban Residential Expansion (URExp)

Variances: None requested.

Waivers: None requested.

Pursuant to the Application:

Sketch Plan review was held June 7, 2021, December 6, 2021 and January 9, 2023
Preliminary Review was held March 6, 2023

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:

The Plans consist of the following:

C101 – Overall Site Layout Plan (first page): Dated, 02/13/2023; Revised through, 02/13/2023; Received, 02/13/2023 C101 – Overall Site Layout Plan (second page): Dated, 02/13/2023; Revised through, 02/13/2023; Received, 02/13/2023

C102 – Grading and Erosion Plan: Dated, 02/13/2023; Revised through, 02/13/2023; Received, 02/13/2023
C200 – Plan and Profile Plan: Dated, 02/13/2023; Revised through, 02/13/2023; Received, 02/13/2023
C201 – Plan and Profile Plan II: Dated, 02/13/2023; Revised through, 02/13/2023; Received, 02/13/2023
C202 – Plan and Profile III: Dated, 02/13/2023; Revised through, 02/13/2023; Received, 02/13/2023
C300 – Erosion Control Notes: Dated, 02/13/2023; Revised through, 02/13/2023; Received, 02/13/2023
C301 – Civil Details I: Dated, 02/13/2023; Revised through, 02/13/2023; Received, 02/13/2023
C302 – Civil Details II: Dated, 02/13/2023; Revised through, 02/13/2023; Received, 02/13/2023
C303 – Bioretention Cell Details: Dated, 02/13/2023; Revised through, 02/13/2023; Received, 02/13/2023
D100 – Existing Drainage Plan: Dated, 02/13/2023; Revised through, 02/13/2023; Received, 02/13/2023
D101 – Proposed Drainage Plan: Dated, 02/13/2023; Revised through, 02/13/2023; Received, 02/13/2023
Sheet 1 – Lot Division: Dated, 01/2021; Revised through, 01/08/2021; Received, 02/13/2023

Other documents submitted consist of the following:

Sketch Plan Application – 05/04/2021, 08/10/2021, 08/26/2021, 11/09/2021, 12/19/2022
Preliminary Subdivision Application – 02/13/2023
Plans – 05/04/2021, 08/10/2021, 11/02/2021, 12/19/2022, 02/13/2023
Letter of Technical Capacity –
Letter of Financial Capacity -
Gorham Town Planner Comments – 06/01/2021, 11/24/2021, 12/29/2022, 02/28/2023
Gorham Assessor Comments – 11/09/2021, 01/03/2023, 02/22/2023
Gorham Fire Chief Comments – 05/18/2021, 12/23/2022
Gorham Public Works Comments – 11/09/2021
Gorham Code Enforcement Officer – 11/17/2021
Town of Gorham Engineer Comments – 02/21/2023
Wright Pierce – 02/27/2023
Maine DACF, Bureau of Forestry – 02/03/2023
Abutter Comments - R. Foley, 09/27/2021; D. Cassidy, 01/09/2023

FINDINGS OF FACT:

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 Village Expansion.

The plans **may not** meet the requirements of the Urban Residential Expansion zoning district.

Finding: Shirley Newton subdivision 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 Shirley Newton subdivision is via Shirley Lane and Newton Drive which are both off Brackett Road. The addition of thirteen (13) additional lots (or dwelling units) should not cause congestion or an unsafe condition on Brackett Road.

The applicant has provided a statement that the increase in traffic will be 26 trips at the pm peak hour between 4-6pm. The total number of additional trips per day is 130. No traffic movement permit is required for this amount of traffic.

Finding: Shirley Newton subdivision 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 additional lots in this subdivision will be served by underground utilities. Waste removal will be provided by the town of Gorham. Recreation and school impact fees are required that offset the additional school and recreational needs created by a residential subdivision.

Water and sewer is to be determined.

Finding: Shirley Newton subdivision 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.

TBD – the applicant is proposing wells.

Finding: Shirley Newton Subdivision 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.

TBD - The applicant proposes provide onsite septic system for the solid and sewage waste disposal.

Test pit and wetland information provided by Mark Hampton Associates determines adequate soil for this purpose.

Finding: Shirley Newton Subdivision 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 ordinance requirements.

Sheets C302, C303, D100, and D101 show the proposed stormwater management.

TBD -The dwellings units' sewage disposal will be treated utilizing an onsite septic system.

Finding: Shirley Newton subdivision 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 applicant states that the proposed 13 lot (dwelling units) will impact less than 2,000 square feet of wetlands.

Sheets C102, C300, and C301 show the proposed erosion and sedimentation controls around the development site.

Finding: Shirley Newton subdivision 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.

TBD - Stormwater maintenance shall be designed in accordance with State, Federal, and local requirements prior to discharging into groundwater or into abutting wetland.

Finding: Shirley Newton subdivision 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.

This site was completely clear cut in 2020, which may be considered liquidation harvesting.

The proposed construction of the subdivision will impact 2,000 sq. ft. of wetlands.

There are streams onsite according to the applicant but they are not shown on the plans. The layout of the buildings and driveway will not impact trees.

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

Finding: Shirley Newton subdivision 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 **not** submitted a letter or schedule of construction from to determine 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 Shirley Newton subdivision 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.

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, except for minor changes which the Town Planner may approve;
2. Any staff and peer review comments shall be addressed prior to the Board Chair signing the plans;
3. That prior to the commencement of construction, the applicant is responsible for obtaining all required local, state and federal permits;
4. 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;
5. That the underground electric lines shall be inspected by the Code Enforcement Office prior to backfill;
6. That the driveway name shall be approved by the Town Planner, Police and Fire Chiefs;
7. All waivers and variances shall be listed on the plan prior to recording;
8. The map and lot numbers shall be listed in the bottom right corner of all pages of the plan set;
9. Recreational and Middle School Impact fees shall be paid prior to receiving a building permit;
10. A Growth Permit is required for each dwelling unit in a residential subdivision.

11. That the _____ Subdivision Homeowners' Association is responsible for maintenance and compliance of the stormwater infrastructure meeting the requirements of the Town of Gorham Stormwater Ordinance, Chapter 2 Post-Construction Stormwater Management;
12. That the applicant is responsible for recording the approved Association documents within 90 days of the date of approval of the subdivision by the Planning Board and a recorded copy of the Association documents shall be returned to the Planning Department prior to a preconstruction meeting behind held;
13. That prior to the commencement of construction, the applicant, applicant's engineer and earthwork contractor shall have a pre-construction meeting with the Town's Engineer, Town Planner, Code Enforcement Officer, Public Works Director and Fire Chief;
14. 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;
15. That the Planning Board Chairman is authorized by the Planning Board to sign the Findings of Fact on behalf of the entire Board;
16. That the subdivision plans 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; and
17. That these conditions of approval must be added to the plan and the 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.

FOR PRELIMINARY SUBDIVISION APPROVAL:

- **Move to grant preliminary subdivision approval for Shirley Newton Subdivision, located on Map 8, Lots 10 in the Urban Residential Expansion zoning district, based on Findings of Fact and Conditions of Approval as written by the Town Planner (and amended by the Planning Board).**

TO POSTPONE PRELIMINARY SUBDIVISION APPROVAL:

- **Move to postpone further review of Shirley Newton Subdivision request for preliminary subdivision approval pending responses to remaining issues (and finalizing revisions to the plan).**