



Planning & Code Enforcement

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PLANNING & CODE ENFORCEMENT

WESTBROOK PLANNING BOARD

Tuesday, June 6, 2023, 7:00 P.M.

Westbrook High School – Room 114

125 Stroudwater Street

This meeting will be offered as a hybrid meeting, accommodating both in-person and remote participation.

Where public comment is permitted, members of the public attending remotely will have the opportunity to provide remote oral testimony. If you wish to speak during a Public Hearing or Public Comment, use the “Raise Hand” function through Zoom (or dial *9 on your phone) when instructed by the Planning Board chair.

Zoom Link: <https://us02web.zoom.us/j/81700741385>

Dial-in (audio only): 1-646-558-8656

Webinar ID: 817 0074 1385

AGENDA

1. **Call to Order**
2. **Approval of Minutes**

REGULAR BUSINESS

3. **2020.41 – Site Plan Approval Extension – Brooks Edge Farm Subdivision – Wormell Farm, LLC:** The applicant is requesting a one-year extension to the Site Plan approval for a 118-unit subdivision along Brook Street approved January 18, 2022 and amended June 7, 2022. Tax Map: 019 Lots: 029 Zone: Residential Growth Area 2 Use: Dwelling, Two-Family

NEW BUSINESS

4. **2023.08 – Site Plan, Subdivision, Village Review - 16 Spring St – Robie Holdings, LLC:** The applicant is requesting a 7-unit townhouse style multifamily structure located at the corner of Spring Street and William Clarke Drive. Tax Map: 033 Lot: 114 Zone: City Center District – Downtown District, Village Review Overlay Zone Use: Dwelling, Multiple-Family
5. **2022.23 – Site Plan, Subdivision, Village Review – Maple Grove Subdivision - Avesta Housing & New Ventures, LLC:** The applicant is proposing a 123-unit multifamily residential complex with site access from Main Street and Seavey Street. Tax Map: 040 Lot: 135 Zone: City Center District – Downtown District, Village Review Overlay Zone Use: Dwelling, Multiple Family



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PLANNING & CODE ENFORCEMENT

DATE: June 1, 2023

TO: Planning Board
FROM: Jennie P. Franceschi, City Planner & Rebecca Spitella, Senior Planner
Cc: Plan Review Team

RE: June 6, 2023, Planning Board Meeting

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1. **2020.41 - Site Plan Approval Extension – Brooks Edge Farm Subdivision – Wormell Farm, LLC**
 2. **2023.08 – Site Plan, Subdivision, Village Review - 16 Spring St – Robie Holdings, LLC**
 3. **2022.23 – Site Plan, Subdivision, Village Review – Maple Grove Subdivision - Avesta Housing & New Ventures, LLC**

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1. **2020.41 - Site Plan Approval Extension – Brooks Edge Farm Subdivision – Wormell Farm, LLC**

REGULAR BUSINESS

Tax Map: 019 Lot: 029
Zone: Residential Growth Area 2
Use: Dwelling, Two-Family

Project Description

The applicant is requesting a one-year extension to the Site Plan approval for a 118-unit subdivision along Brook Street approved January 18, 2022 and amended June 7, 2022. Please see applicant's letter of request.

Project History

November 30, 2020 – Neighborhood Meeting
December 1, 2020 – Planning Board Workshop
August 3, 2021 – Public Hearing
October 5, 2021 – Regular Meeting
January 18, 2022 – Regular Meeting – Request for final approval
June 7, 2022 – Amendment to the Conditions of Approval
June 6, 2023 – Request for an extension on the site plan approval

Staff Comments

At this time, no changes to the Ordinance have occurred that would have altered the 2022 approval. Staff are in support of the applicant's request for a 1-year extension to the Site Plan approval for Brooks Edge Farm Subdivision as the development team finalizes their financing of the project.

Motion

That the Planning Board approves a 1-year extension on the Site Plan approval granted January 18, 2022 and amended June 7, 2022 for a 118-unit subdivision along Brook Street Tax Map: 019 Lot: 029 Zone: Residential Growth Area 2. All previously approved findings of fact, conclusions and conditions of approval are still applicable.

2. 2023.08 – Site Plan, Subdivision, Village Review – 16 Spring Street – Robie Holdings, LLC

PUBLIC HEARING

Tax Map: 033 Lot: 114

Zone: City Center District – Downtown District; Village Review Overlay Zone

Use: Dwelling, Multiple-Family

Project Description

The applicant is proposing a 7-unit townhouse style multifamily structure located at the corner of Spring Street and William Clarke Drive with associated site improvements.

Project History

February 22, 2023 – Village Review Committee

March 2, 2023 – Neighborhood Meeting

March 7, 2023 – Planning Board Workshop

March 29, 2023 – Village Review – Revised Elevations

June 6, 2023 – Public Hearing

Village Review:

The Village Review Committee met to discuss revisions to the elevations in response to the 2/22 meeting with the committee and the 3/7 workshop with the Planning Board.

Summary of changes:

- Realignment of the WCD façade facing windows to balance with first floor windows
- Relocation of mechanical room from WCD façade to Spring Street façade
- Flat roof chosen for mechanical room

In general, the VROZ committee was favorable to the revisions as compared with the original presentation. In response to the waiver request on the requirement to provide architectural variation on a minimum of 70% of street facing facades (§335-7.1.G(1)(k)), the Committee voted 1-1. The opposing member stated their opposition was not specific to this project, but that they do not support the waiver of a downtown standard.

Staff supports the waiver as requested by the applicant. This standard has been waived in other projects where larger scale buildings are proposed (22 Cumberland Street; Maple Grove Subdivision (waiver requested & granted)). The waiver of the 70% standard appears to be more applicable in smaller scale buildings where commercial first floor would be required, but in this instance is not. To meet the 70% standard on larger scale buildings and/or entirely residential structures could actually result in a façade that is awkward or is not functional for the residential needs (ex: provides false windows just for the purpose of meeting the requirement). Staff would like feedback from the Board and ultimately support to review this standard and explore alternatives that would be more appropriate for larger buildings with residential units above while still maintaining the intent of avoiding large blank walls along the public street/sidewalk system.

Staff Comments:

1. Noticing Fees: Pd
2. Provide flush granite curbing between 16 and 12 Spring St driveways to provide a delineation of the sidewalk between the two driveways.
3. Landscape Plan - Remove lilac and Crabapple from driveway entrance for FD truck turning access.
4. A proposed driveway name of “Penny Lane” has been approved by E-911 and will be shown on final plan set. A driveway sign is required (White letters on Blue background – per private road standards)
5. Cost Estimate has been updated to address the following:

- a. Updated SMH quantity, electric conduit/wiring, and a review of quantities for parking lot gravels and sidewalk paving
- b. Remove Building Demolition
- 6. Individual mailbox units subject to USPS approval
- 7. Final plan set includes building color and siding materials with building elevations in compliance with VROZ review.
- 8. Detail needed for “Deep Root” root barrier (or approved equivalent) for two street trees located adjacent to the WCD public sidewalk.
- 9. Staff Recommended Conditions of Approval
 - a. Open Space Fees due prior to project commencement: \$3,519.28
 - b. Building requires sprinkler and full fire alarm systems.
 - c. No parking permitted along Penny Lane driveway to maintain emergency access.
 - d. Toter storage or collection prohibited within/along the Spring St/WCD rights of way.
 - e. Recorded association documents required prior to project commencement.
 - f. Erosion Control:
 - i. No tracking into Spring Street right of way – Full length construction entrance required to be maintained at all times.
 - ii. Ensure curb inlets and storm drains in City Streets are protected at all times.
 - iii. Plan calls out Silt Fence – will this be used vs erosion control mix?
 - g. Construction within the Spring St right of way may require nighttime work due to volume of traffic.

Motion:

That the Planning Board approves the Site Plan-Subdivision-Village Review application for Robie Holdings, LLC for a 7-unit townhouse style multifamily structures located at the corner of Spring Street and William Clarke Drive. Tax Map: 033 Lot: 114 Zone: Dwelling, Multiple-Family. Approval includes the following findings of fact, conclusions, and conditions as stated on pages 3 through X of this Staff Memo dated June 1, 2023, which are adopted in support of this approval.

Site Plan – Finding of Fact

Standard	Finding
Utilization of the site	The proposed development does not overburden the site and is within the allowable standards of the base zone in which it is located. Tree removal is limited to what is necessary for the development.
Handicap Access	A sidewalk tip down is shown at the southerly driveway entrance. Northerly driveway is at grade due to the proximity of the abutting driveway. Site is compliant with ADA standards.
Appearance Assessment	Meets the intent of the Ordinance.
Landscape Plan	A landscape plan is provided demonstrating additional street trees along William Clarke Drive and supplemental landscaping throughout the development.
Odors	The residential use is consistent with the downtown district. All waste will be privately managed and toter storage is not permitted along or within the Spring Street or William Clarke Drive rights of way. No adverse impact is known or anticipated.
Noise	The residential use is consistent with the downtown district. No adverse impact is known or anticipated.
Technical and Financial Capacity	The applicant has provided a letter from Gorham Savings Bank dated May 8, 2023 to demonstrate financial capacity. The applicant has retained the services of Land Design Solutions,

	Atlantic Resource Consultants and DM Roma Consulting Engineers which demonstrates technical capacity.
Solid Waste	Solid waste will be privately managed and totter storage is not permitted along or within the Spring Street or William Clarke Drive rights of way.
Historic, Archaeological and Botanical Resources or Unique Features	No historic, archaeological/botanical resources have been identified on the site.
Hazardous Matter	Project does not propose the handling, storage, or use of hazardous materials. No adverse impact known or anticipated.
Vibrations	The residential use is consistent with the downtown district. No adverse impact is known or anticipated.
Parking & Loading Design and Site Circulation	Onsite parking is provided for 14 spaces, which exceeds the 1 space to 1 unit standard. No parking is permitted along Penny Lane to maintain emergency access and vehicular circulation.
Adequacy of Road System	Spring Street has adequate capacity to accept the additional traffic generated by the project.
Vehicular Access	The development shifts the existing curb cut for the project northerly to increase the distance from the Spring Street-William Clarke Drive intersection. A curb cut on William Clarke Drive is prohibited as William Clarke Drive is a control of access roadway. The City engineer has reviewed and approved the location of the new driveway.
Pedestrian and Other Modes of Transportation	Public pedestrian amenities exist along the William Clarke Drive and Spring Street frontages to connect with the public infrastructure. As part of the development, the project is relocating the driveway and will reconstruct the Spring Street sidewalk to ADA standards.
Utility Capacity	Utility services are available within the Spring Street right of way.
Stormwater Management, Groundwater Pollution	Stormwater management is provided at the front of the site to collect drainage and connect with the public system in the Spring Street right of way.
Erosion and sedimentation Control	Adequate erosion control measures are provided on the plan.

Conclusions

1. The proposed site plan **will not** result in undue water or air pollution.
2. The proposed site plan **has** sufficient water available for the reasonably foreseeable needs of the site plan.
3. The proposed site plan **will not** cause an unreasonable burden on an existing water supply.
4. The proposed site plan **will not** cause unreasonable soil erosion or a reduction in the land's capacity to hold water so that a dangerous or unhealthy condition results.
5. The proposed site plan **will not** cause unreasonable highway or public road congestion or unsafe conditions with respect to the use of the highways or public roads existing or proposed.
6. The proposed site plan **will** provide for adequate sewage waste disposal.
7. The proposed site plan **will not** cause an unreasonable burden on the municipality's ability to dispose of solid waste.
8. The proposed site plan **will not** have an undue adverse effect on the scenic or natural beauty of the area, aesthetics, historic sites, significant wildlife habitat identified by the Department of Inland Fisheries and Wildlife or the municipality, or rare and irreplaceable natural areas or any public rights for physical or visual access to the shoreline.
9. The proposed site plan **conforms** with a duly adopted site plan regulation or ordinance, comprehensive plan, development plan, or land use plan.
10. The developer **has** adequate financial and technical capacity to meet standards of this section.

11. The proposed site plan **is not** situated entirely or partially within the watershed of any pond or lake or within 250 feet of any wetland, great pond or river as defined in Title 38, Chapter 3, subchapter I, article 2-B M.R.S.A.
12. The proposed site plan **will not** alone or in conjunction with existing activities, adversely affect the quality or quantity of ground water.
13. The proposed site **is not** situated entirely or partially within a floodplain.
14. All freshwater wetlands **have** been shown on the site plan.
15. Any river, stream, or brook within or abutting the site plan **has** been identified on any maps submitted as part of the application.
16. The proposed site plan **will** provide for adequate storm water management.
17. The proposed plan **will not** negatively impact the ability of the City to provide public safety services.

Subdivision – Finding of Fact

Standard	Finding
Pollution	Sewer services are available within Spring Street right of way. The ability to serve letter from wastewater services has been provided as part of the application.
Sufficient Water	Water services are available within Spring Street right of way. An ability to serve letter from Portland Water District has been provided as part of the application.
Municipal Water Supply	Water services are available within Spring Street right of way. An ability to serve letter from Portland Water District has been provided as part of the application.
Erosion	Adequate erosion control measures are shown on the plan.
Traffic	Spring Street has adequate capacity to accept the additional traffic generated by the project.
Sewage Disposal	Sewer services are available within Spring Street right of way. The ability to serve letter from wastewater services has been provided as part of the application.
Municipal Solid Waste Disposal	Solid waste will be privately managed and toter storage is not permitted along or within the Spring Street or William Clarke Drive rights of way.
Aesthetic, Cultural and Natural Values	The proposed development is located within a growth area as identified in the City’s comprehensive plan and is not encumbered by any easements or restrictions on tree removal or development. The project meets the standards of the district in which it is located. Site disturbance is limited to what is required for the construction. The project does not have an undue adverse impact on the aesthetic, cultural and natural values of the site.
Conformity with City Ordinances and Plans	The proposed development conforms with City Ordinances and the Comprehensive Plan.
Financial and Technical Capacity	The applicant has provided a letter from Gorham Savings Bank dated May 8, 2023 to demonstrate financial capacity. The applicant has retained the services of Land Design Solutions, Atlantic Resource Consultants and DM Roma Consulting Engineers which demonstrates technical capacity.
Surface Waters; Outstanding River Segments	Not applicable
Ground Water	Groundwater will not be adversely impacted.
Flood Areas	The site is not located within a flood zone.
Freshwater Wetlands	No wetlands have been identified on the site.
Farmland	No farmlands have been identified on the site.
River, Stream or Brook	No waterways have been identified on the site.

Stormwater	Stormwater management is provided at the front of the site to collect drainage and connect with the public system in the Spring Street right of way.
Spaghetti Lots Prohibited	The lot does not have shore frontage.
Lake Phosphorus Concentration	The subdivision is not located near or along a great pond.
Impact on Adjoining Municipality	The subdivision does not cross a municipal boundary.
Lands subject to Liquidation Harvesting	Not applicable.

Conclusions:

1. The proposed subdivision **will not** result in undue water or air pollution.
2. The proposed subdivision **has** sufficient water available for the reasonably foreseeable needs of the subdivision.
3. The proposed subdivision **will not** cause an unreasonable burden on an existing water supply.
4. The proposed subdivision **will not** cause unreasonable soil erosion or a reduction in the land's capacity to hold water so that a dangerous or unhealthy condition results.
5. The proposed subdivision **will not** cause unreasonable highway or public road congestion or unsafe conditions with respect to the use of the highways or public roads existing or proposed.
6. The proposed subdivision **will** provide for adequate sewage waste disposal and **will not** cause an unreasonable burden on municipal services.
7. The proposed subdivision **will not** cause an unreasonable burden on the City's ability to dispose of solid waste.
8. The proposed subdivision **will not** have an undue adverse effect on the scenic or natural beauty of the area, aesthetics, historic sites, significant wildlife habitat or rare and irreplaceable natural areas or any public rights for physical or visual access to the shoreline.
9. The proposed subdivision **conforms** with a duly adopted subdivision regulation or Ordinance, comprehensive plan, development plan or land use plan.
10. The subdivider **has** adequate financial and technical capacity to meet the standards of this section.
11. The proposed subdivision **will not** adversely affect the quality of any pond, lake, wetland, great pond, or river, or unreasonably affect the shoreline of that body of water.
12. The proposed subdivision **will not**, alone or in conjunction with existing activities, adversely affect the quality or quantity of ground water.
13. The subdivision **is not** located in a flood-prone area, as determined by the Federal Emergency Management Agency's Flood Boundary and Floodway Maps and Flood Insurance Rate Maps.
14. All freshwater wetlands within the proposed subdivision **have** been identified.
15. All farmland within the proposed subdivision **has not** been identified. – Not applicable
16. Any river, stream, or brook within or abutting the proposed subdivision **has** been identified.
17. The proposed subdivision **will** provide for adequate stormwater management.
18. Lots in the proposed subdivision **do not have** shore frontage on a river, stream, brook, great pond, or coastal wetland as defined in 38 M.R.S.A. Section 480-B.
19. The long-term cumulative effects of the proposed subdivision **will not** unreasonably increase a great pond's phosphorus concentration during the construction phase and life of the proposed subdivision.
20. The proposed subdivision **will not** cause unreasonable traffic congestion or unsafe conditions with respect to the use of existing public ways in an adjoining municipality in which part of the subdivision is located.
21. Timber on the parcel being subdivided **has not** been harvested in violation of rules adopted pursuant to 12 M.R.S.A. Section 8869, subsection 14.

Conditions:

1. Approval is dependent upon, and limited to, the proposals and plans contained in the application packet dated May 10, 2023 and supporting documents and oral representations submitted and affirmed by the applicant, and conditions, if any, imposed by the Planning Board, and any variation from such plans, proposals and

supporting documents and representations are subject to review and approval by the City Planner or the Planning Board.

2. Consistent with §335-13.5.D, the Code Enforcement Officer shall not issue any permits until a site-subdivision plan has been approved by the Planning Board and a Mylar signed by the Planning Board. The signed Subdivision Plan must be recorded within 90 days of Planning Board approval, or the approval shall be null and void.
3. **Prior to any site disturbance or building permits being issued for the project:**
 - a. All Staff comments must be addressed.
 - b. Copy of Recorded subdivision plan must be provided to the Planning Office.
 - c. A pre-construction meeting must be held with City Staff and the site work contractor. Contact the Planning Office to coordinate. Additional Pre-construction meetings may be necessary if phased construction is not continuous.
 - d. Review of building elevations to be consistent with submitted documentation or testimony.
 - e. The applicant shall provide the digital data as required by §335-13 – verification with GIS coordinator.
 - f. Payment of Open Space Fee provided to Planning Dept: **\$3,519.28**
 - g. An inspection fee shall be made payable to the City of Westbrook for inspection of site improvements made by the Code Enforcement Officer and/or other appropriate City staff. Inspection fee shall be 2% of the total amount of the performance guarantee. **\$3,744.32**
 - h. The applicant shall file a performance guarantee with the City of Westbrook. The amount of the guarantee shall be agreed upon in advance with the City of Westbrook and shall be of an amount to ensure completion of all on- and off-site improvements necessary to support the proposed project. - **\$187,216.30**
 - i. Coordinate with the E911 Coordinator on addressing the building/units.
4. **Prior to commencing any work in the City Right-of-Way,** the applicant must obtain a road-opening permit from the Public Services Department.
5. **Prior to the sale of the first unit:**
 - a. Copy of recorded association documents to Planning Department.
 - b. All conditions under Item 3 must be met.
6. **Prior to the issuance of an Occupancy Permit:**
 - a. All conditions of first unit sold have been met.
 - b. A site inspection of the required improvements by the City to ensure public health & safety is addressed and compliance with the approval (to include but not limited to lighting (installed & lit), striping, dumpster, signage, stormwater features, etc.)
 - c. All Sewer & Water lines fully tested and approved. (Off-site work must be completed and signed off by Sewer Dept.)
 - d. All other site improvements, as shown or stated on plans or in conditions, must be installed unless a performance guarantee amount is held for the full amount of any remaining improvements to be completed after issuance of an Occupancy Permit.
 - e. Documentation (signed contracts), for private trash removal & snow plowing provided to the Planning Department.
 - f. All areas shown as pavement shall be final paved & striped, as necessary.
7. **Prior to release of the performance guarantee:**
 - a. Copy of Stormwater feature maintenance agreement (i.e., part of a landscaping contract)
 - b. The site will be inspected and deemed by City staff to be in compliance with the approved plans, monuments placed, and as-built plan provided in City approved format for the GIS system. Applicant to provide as-builts to City in paper copy, dwg file and pdf.
8. No parking permitted along Penny Lane other than spaces designated on the subdivision plan.
9. Toter storage and collection is prohibited along or within the Spring Street or William Clarke Drive rights-of-way.
10. Best management practices shall be adhered to during all ground disturbance operations. All Street Catch basins in the vicinity of earthwork operations shall have silt sacks installed & maintained for the duration of the work. Additional BMPs may be required to address erosion and sediment control during construction. Determination of the need for additional measures is at the sole discretion of City Staff.

3. 2022.23 – Site Plan, Subdivision, Village Review – Maple Grove Subdivision – Avesta Housing & New Ventures, LLC

PUBLIC HEARING

Tax Map: 040 Lot: 135

Zone: City Center District – Downtown District; Village Review Overlay Zone

Use: Dwelling, Multiple-Family

Project Description

The applicant is proposing a 123-unit multifamily residential complex with site access from Main Street and Seavey Street.

As provided below, there are several items that are still under Staff review and the project is pending DEP approval. Therefore, as of the writing of this memo the project is not eligible for Planning Board approval. However, given that the majority of the remaining comments are specific to utility/stormwater design that would not likely have a significant impact on site layout, the applicant is requesting to hold a public hearing with the Planning Board based on revisions to the site following the February 7th public hearing to collect feedback from the Board to incorporate into a final plan for review at a future meeting. Following the public hearing, Staff is recommending a motion of continuance of the Board’s deliberation to allow for final review with Staff and obtainment of State permits.

Project History

June 23, 2022 – Neighborhood Meeting

July 5, 2022 – Planning Board Workshop

August 2, 2022 – Site Walk

January 10, 2023 – Village Review Committee

February 7, 2023 – Public Hearing (Final Approval Not Requested)

June 6, 2023 – Public Hearing

Staff Comments (These items were previously sent to Applicant which are currently being incorporated into their final plans.)

1. Noticing Fees: \$312.44
2. Open space review by the Recreation and Conservation Commission occurred on 5/18 with a positive recommendation to the Planning Board on the open space plan.
 - a. All site amenities associated with phase 1a open space to be installed prior to issuance of c/o for New Ventures building.
3. Sewer
 - a. Ability to Serve letter has been requested for sewer and is pending final sign off from wastewater services.
 - b. Sewer pretreatment required prior to sewer entering public system (provide link to Ordinance)
 - c. Show storm and sewer table on overall utility plan.
 - d. SMH-2 is 4.75 deep – this meets standard but Staff concern for frost. Recommend insulation for SMH with < 5’ cover.
 - e. Plan does not clearly show SMH inverts at connection into Seavey Street
 - i. Coordination needed with Wastewater Services on connection into existing Seavey Street structures.
4. Drainage
 - a. Review of catch basin elevations require - catch basins appear shallow throughout development with most CBs showing < 4’ from invert to rim which creates a frost/heaving concern and several

- CBs would result in pipes entering into the cone of the structure (ex: CB130 shows 1.75' to invert – does not appear feasible with 18" pipe)
- b. Some cbs may need flat top and insulation if not able to increase depth – provide detail, if utilizing
 - c. Provide Catch Basin detail with 2' sump.
 - d. Provide CB at low corner point of intersection Clover/Seavey St.
 - e. Structure needed at connection into Seavey Street storm drain – insert-a-tee not allowed.
 - f. Provide more spot grades along Clover Lane westerly of New Ventures building.
 - g. Foundation drain – reconsider relocating and going into existing structure.
 - h. Concern related to CBs in New Ventures parking lot. Quantity of water appears to exceed capacity of grate. Structure may require double grate system – please review.
 - i. Portion of existing cross-country line to be abandoned – Will this be filled with flowable fill?
 - j. Stormwater Management Report is missing 25-year post condition analysis.
 - k. Provide discharge license for stormwater to pass through the project site.
 - l. C-107 & 108 – roof drain notes reference connection to focal points – update.
 - m. C-505
 - i. Jelly Fish detail appears blurry – provide clear line detail.
 - ii. Provide section view for water quality storage tanks.
5. Grading & Utility Plans do not reference the correct plan see at match lines – please review.
 6. General Comment - DMH-s very deep. Recommend early coordination with contractors to verify feasibility due to depths > 14'
 7. Electrical
 - a. Verify plan provides power to vicinity of Main St bus shelter.
 - b. Seavey St – Electrical connection to remain overhead over Seavey St and drop underground on project side of the right of way.
 - i. Need more information on power – concern with the number of drops from utility pole and electrical design will impact sidewalk clearances.
 8. Lighting
 - a. Cut Sheets – provide more detail on “CXX” as labeled in the description table on lighting plan.
 - b. Clarify finish on light fixture and pole.
 9. Pedestrian Connectivity
 - a. Truncated domes as shown do not meet ADA standard (gaps on edges are greater than 3"). Review and revise, where necessary (both plan view and in detail)
 - b. VGC in public ROW requires concrete fill – revise detail (aggregate shown)
 - c. Main Street sidewalk requires 9" subbase gravel and 3" gravel – revise detail.
 - d. Reconstruction of sidewalk along Seavey Street parcel frontage required as part of project.
 - e. Curbing in Seavey Street right of way – granite radii; slipform concrete otherwise permitted.
 - f. Pathway connection to Stockhouse – paved path for ADA compliance and maintenance due to slopes
 - g. New Ventures under building parking – provide pedestrian protection (curbing, curb stop, etc.) to prevent vehicles from parking over walkway.
 10. Avesta Parking Lot does not show curbing tipdown in vicinity of ADA parking spaces.
 11. Fire
 - a. DBA testing once building up/closed in and again prior to c/o.
 - b. Verify hydrants are provided and are no further than 800' apart.
 - c. FDC connection location subject to review/approval by FD
 12. Provide no parking signs on both sides of Clover Lane in the vicinity of the Clover/Main St intersection.
 13. Avesta turnaround paved rather than reinforced turf due to the regular use by garbage and delivery vehicles (as well as emergency vehicles)

14. Trench repair – square off trench repair at Clover Lane intersection
 - a. If multiple trench cuts are in same vicinity – combine into single trench repair.
15. C-102 – Retitle Site/Subdivision Plan and include signature block.
 - a. Additional signature block on Cover Sheet
16. Show limits of access easement area for 448 Main St on site/subdivision plan for recording
 - a. Completion of driveway relocation and closure of 448 Main curb cut required prior to c/o.
(Condition of Approval)
17. Installation and lighting of bus shelter is the responsibility of development and required prior to issuance of first c/o (condition of approval)
18. Any areas greater than 3:1 slope adjacent to vehicles or pedestrians require guardrail.
 - a. Seavey Street retaining wall – railing required due to height of retaining wall > 30”
 - b. Code compliant rail required for stairs from Seavey St to Avesta unit – provide detail.
19. C104 – Show temporary sediment basins for construction conditions.
20. Revised cost estimate needed to provide quantity or unit costs for sitework.
21. Final review of draft association docs pending Staff review
22. Final DEP permit pending

Motion

Motion to continue the Board’s Deliberation of the Site Plan, Subdivision, Village Review application for Avesta Housing and New Ventures, LLC to finalize site design details and receipt of all State permits.