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February 13, 2013

Maureen O'Meara, Town Planner
Town of Cape Elizabeth
320 Ocean House Road
P.O. Box 6260
Cape Elizabeth, Maine 04107

SUBJECT: 10 Clinton Road Private Accessway
Private Accessway Application

Dear Maureen:

We have received and reviewed a January 30, 2013 submission package for the subject project. The package included a January 30, 2013 Private Accessway Planning Board Application with a cover letter addressed to you from Lee Allen of Northeast Civil Solutions, Inc. The submission package also included an eight sheet plan set of drawings dated January 29, 2013. We visited the site on February 7th and met with the project designer, Lee Allen, on February 12th. Based on our review of submitted material and the project's conformance to the technical requirements of Section 19-7-9, *Private Access Provisions* of the Zoning Ordinance, we offer the following comments.

1. The applicant, Winslow Pillsbury, is proposing to construct a private accessway in association with a lot split at 10 Clinton Road. The existing driveway has a slope of 1% to 16%. The applicant is proposing to match the existing cross slope of Clinton Road. We understand that the Board will be conducting a completeness level review of the project at the upcoming Board meeting. We have reviewed the submission requirements for private accessways and, in our opinion, it appears that additional detail will be needed in order to verify that the application will meet the Town requirements. Our comments presented below relate both to design details and Town submission requirements and are beyond the completeness level. These comments are included herewith to facilitate future submittals and reviews of the project. It should also be noted that additional comments may be forthcoming as more detailed information becomes available and our review of the project continues.
2. The applicant is requesting a reduction per *Private Accessway Standard b(5)*, from the *Private Accessway Standards B(2)c* requiring a maximum 5% grade for the first 50-feet of the drive and *b(2)(c)* requiring gutter drainage at the intersection and for the limitation of flow from the drive into the street. In discussions with the Public Works Director, we agreed that the drainage situation in the roadway would not be much different than exists today and that the proposed design would actually be an improvement for the grade and function of the drive in comparison to the existing conditions due to the terrain challenges of the property adjacent to Clinton Road.

3. The application package includes a letter from the DEP stating that the on-site pond is not considered a vernal pool. It is our understanding that the pool area on the property, however, may be considered a freshwater wetland. The applicant should coordinate with the MDEP on whether or not the pool area is considered a natural resource which needs to be protected under the Natural Resources Protection Act (NRPA) for work being done within the buffer zone, or whether a Permit By Rule will be applicable. The Town should receive copies of any documentation from the DEP for its files.
4. Note #9 on Sheet 2 reads that the designer should consult with the Town Code Enforcement Officer for setbacks from this particular body of water prior to any design or construction. This note should be updated with any setback requirements.
5. For compliance with *Submission Requirements 3(c)(5) requiring the drawings to show the direction of existing and proposed surface draining in the vicinity of the proposed private access*, the designer should add flow arrows. It also appears that there is an outlet in the southeast corner of the pool area. The designer should clarify the function of the pond outlet and its down gradient flow path.
6. A silt fence and stabilization fabric should be added to the site plan down gradient from where the pavement will be removed and replaced with loam and seed.
7. For compliance with *Submission Requirements 3(c)(5)*, the designer should show the location of the nearest fire hydrant for fire protection.
8. For fire truck turnaround access, the Town Ordinance turnaround dimension requires a width of 24 feet for public ways. The design currently depicts a 12.5 foot width. In discussion with the Fire Chief, the width shown on the drawings is too narrow and he would like to have a greater width to more easily negotiate turning movements.
9. Pipe sizes and material types should be added to the proposed water and sanitary sewer utility lines shown on Sheet 5.
10. Due to the steep slope of the private accessway, it would be beneficial for the designer to show the proposed sewer line in the profile plan. Invert elevations should also be added to the existing sewer manholes in Clinton Road with a connection invert elevations. An enlarged detail view of the sewer cleanout configuration with the service line would also be beneficial to ensure that these elements are constructed in keeping with the design intent.
11. The Fire Chief has indicated that, as long as the bumper on the ladder truck does not drag at the beginning of the driveway, he is confident that his equipment can traverse the grade of the drive. In the submission package, the applicant has provided a Fire Safety Drawing in Tab 9 of the application which indicates envisioned turning movements for the fire truck based on actual dimensions. We feel that the exaggerated profile may not accurately show whether or not the fire truck will clear the proposed transition between the roadway and the driveway. Therefore, we have asked the designer to provide a drawing depicting the drive entrance area with no exaggeration of the vertical scale so that it will more accurately depict this movement.

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12. The 12-inch CPP culvert under Clinton Road is shown as draining to the north, towards 10 Clinton Road. However, we believe this culvert conveys runoff from the site, under the roadway, to an existing wetland to the south. The designer should check to make sure the inverts of the culvert are correct.

We trust that these comments will assist the Board during their deliberations on this project. Should there be any questions or comments regarding our review, please do not hesitate to contact us.

Sincerely,
AMEC Environment & Infrastructure, Inc



Stephen D. Harding, P.E.
Town Engineer

SDH:lap
cc: Bob Malley, Public Works Director
Caitlyn Abbott, AMEC E&I
Peter Gleason, Fire Chief

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