

MEMORANDUM

TO: Cape Elizabeth Planning Board
FROM: Maureen O'Meara, Town Planner
DATE: April 15, 2014
SUBJECT: Middle School Boiler Room Site Plan Amendment

Introduction

The Town of Cape Elizabeth is requesting an amendment to the previously approved School campus Site Plan to add a 1,050 sq. ft. Boiler room to the west side of the Middle School. The application will be reviewed for compliance with Sec. 19-9, Site Plan Regulations.

Procedure

- The Planner will provide a summary of the project within the context of town regulations.
- The Board should begin by having the applicant summarize the project.
- The Board should then make a determination of completeness. If the application is deemed incomplete, Board members should identify the information needed to make the application complete and no substantive discussion of the application should occur. If the application is deemed complete, substantive discussion may begin.
- The Board should decide if a site walk should be scheduled.
- A public hearing has been advertised for this evening which should be held if the application is deemed complete.
- At the close of the public hearing, the Board may begin discussion.
- When discussion ends, the Board has the option to approve, approve with conditions, table or deny the application.

Summary of Completeness

Attached are the completeness checklist and the comments of the Town Engineer. Below is a summary of possible incomplete items:

9. The Town Engineer is recommending that actual grades, elevations and a benchmark be added to the plans to facilitate the construction process.
11. The Town Engineer is recommending that gravel and pavement specifications be added to the plans.

14. Lighting information has been submitted and should be added to the plans.

Site Plan Review Standards

Below is a summary of application compliance with the Site Plan standards, Sec. 19-9-5.

A. Utilization of the Site

The boiler room is an addition to the existing building complex and located in a service area. The applicant has designed the exterior of the building to match the exterior materials of the existing building. Photo simulations are included in the application depicting the view from the western abutters (also separated by a fence on the school campus) and the view from Scott Dyer Rd.

B. Traffic Access and Parking

1. Adequacy of Road System- The boiler room will not impact the use of the road system.
2. Access into the Site- Existing access points will be used.
3. Internal Vehicular Circulation-The existing circulation pattern will not be changed by this project.
4. Parking Layout and Design- No change to existing parking areas is proposed and no new parking is required as part of this project.

C. Pedestrian Circulation

The boiler room will be construction will displace an existing walkway, which is proposed to be rerouted.

D. Stormwater Management

The project will increase impervious surface by 704 sq. ft. or .3%. There is an existing stormwater line located where the boiler room will be constructed. The plans call for leaving the stormwater line in place, however, the geotechnical report calls for excavating the soil where the room will be built. Town staff are recommending that the stormwater line be relocated out from under the building.

E. Erosion Control

An erosion control plan has been submitted.

F. Water Supply

The boiler room will not require an external water line supply. The plan calls for removing water lines located within the footprint of the boiler room, but also reinstalling some water lines under the building and relocating a water line supplying a fire hydrant. Town staff are recommending that all water lines be relocated out of the footprint of the building.

G. Sewage Disposal

The boiler room does not require independent sanitary waste disposal.

H. Utilities

Existing underground utility lines located within the footprint of the building are proposed to be relocated outside the footprint, according to the written application materials. The plans show the existing utilities located under the building. To avoid confusion, a note should be added to the plan indicating that utilities will be relocated.

I. Water Quality Protection

No discharge of noxious chemicals is proposed.

J. Wastes

No new solid waste disposal is proposed.

K. Shoreland Relationship

The property is not located in the Shoreland Zone.

L. Technical and Financial Capacity

The applicant has noted the financial and technical capabilities demonstrated by previous projects.

M. Exterior Lighting

The Town Engineer is recommending that lighting location be added to the plans.

N. Landscaping and Buffering

No changes are proposed.

O. Noise

The proposed use is not expected to generate noise levels in excess of those permitted.

P. Storage of Materials

No exterior storage of materials is proposed.

Motion for the Board to Consider

A. Motion for Completeness

BE IT ORDERED that, based on the plans and materials submitted and the facts presented, the application of the Town of Cape Elizabeth for an amendment to the previously approved School campus Site Plan to add a 1,050 sq. ft. Boiler room to the west side of the Middle School be deemed (complete/incomplete).

B. Motion for Approval

Findings of Fact

1. The Town of Cape Elizabeth is requesting an amendment to the previously approved School campus Site Plan to add a 1,050 sq. ft. Boiler room to the west side of the Middle School, which requires review under Sec. 19-9, Site Plan Regulations.
2. The Town Engineer's comments include recommended revisions to the plans.
3. The application substantially complies with Sec. 19-9, Site Plan Regulations.

THEREFORE BE IT ORDERED that, based on the plans and materials submitted and the facts presented, the application of the Town of Cape Elizabeth for

an amendment to the previously approved School campus Site Plan to add a 1,050 sq. ft. Boiler room to the west side of the Middle School be approved, subject to the following conditions:

1. That the plans be revised to address the comments of the Town Engineer in his letter dated April 9, 2014;
2. That the plans include notes indicating that existing utility lines will be located out of the building footprint; and
3. That there be no alteration of the site nor issuance of a building permit until the plans have been revised to address the above conditions and submitted to the Town Planner for review.