

MEMORANDUM

TO: Cape Elizabeth Planning Board
FROM: Maureen O'Meara, Town Planner
DATE: November 18, 2014
SUBJECT: Latter Day Saints Parking Lot Site Plan Amendment

Introduction

The Town of Cape Elizabeth is requesting an amendment to the previously approved (1987) Church of Latter Day Saints Site Plan, located at 29 Ocean House Rd to replace 2 parking spaces with a biofiltration unit. 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 then open the public hearing scheduled for this evening.
- 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:

This application is an amendment to a site plan approved in 1987 for expansion of the parking lot, so several submission items have been identified as not applicable.

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 biofiltration unit is located in a developed portion of the site.

B. Traffic Access and Parking

1. Adequacy of Road System- No change.
2. Access into the Site- No change.
3. Internal Vehicular Circulation-No change.
4. Parking Layout and Design- The site currently has 147 parking spaces, including handicapped parking. The maximum capacity of the building is 250 persons, which requires 63 parking spaces.

C. Pedestrian Circulation

No change is proposed.

D. Stormwater Management

The purpose of the amendment is to install a biofiltration unit that will collect stormwater from the parking lot and filter/cool it before it enters Trout Brook.

E. Erosion Control

A portion of the parking lot will be removed and replaced with the biofiltration unit. This unit will slow down the flow of stormwater which is currently eroding the bank of Trout Brook.

F. Water Supply

No change.

G. Sewage Disposal

No change.

H. Utilities

No change.

I. Water Quality Protection

No discharge of noxious chemicals is proposed.

J. Wastes

No change.

K. Shoreland Relationship

No change.

L. Technical and Financial Capacity

The Town Council has accepted a \$179,000 grant, a portion of which is funding this project.

M. Exterior Lighting

No change.

N. Landscaping and Buffering

The filtration unit will be mulched and planted with native plants.

O. Noise

No change.

P. Storage of Materials

No change.

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 (1987) Church of Latter Day Saints Site Plan, located at 29 Ocean House Rd, to replace 2 parking spaces with a biofiltration unit 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 (1987) Church of Latter Day Saints Site Plan, located at 29 Ocean House Rd, to replace 2 parking spaces with a biofiltration unit, which requires review under Sec. 19-9, Site Plan Regulations.
2. The biofiltration unit will include native plants.
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 (1987) Church of Latter Day Saints Site Plan, located at 29 Ocean House Rd, to replace 2 parking spaces with a biofiltration unit be approved, subject to the following condition:

1. That the applicant submit a planting list prior to construction of the biofiltration unit.