

MEMORANDUM

TO: Cape Elizabeth Planning Board
FROM: Maureen O'Meara, Town Planner
DATE: September 20, 2016
SUBJECT: Recycling Center Upgrade Site Plan

Introduction

The Town of Cape Elizabeth is requesting site plan review of an upgrade to the Recycling Center located on Dennison Drive. The application will be reviewed for compliance with Sec. 19-9, Site Plan Regulations.

Procedure

- The Board should begin by having the applicant introduce the project.
- The Board should then allow for public comment on the completeness of the application.
- The Board should make a finding of completeness. If the application is deemed incomplete, board members should identify the information needed to make the application complete and no substantive discussion should occur. If the application is deemed complete, review may commence.
- The Board should decide if a site walk and/or public hearing will be scheduled.
- At the close of discussion, the Board should table the application to the next meeting.

Summary of Completeness

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

No items appear incomplete.

The applicant has requested waivers. They include:

1. Submission of the names of owners of all contiguous land and within 200' of the property;
2. Lot line dimensions;
3. Locations of buildings, structures, streets, easements, driveways, entrances or exits located on the property but not within the "area of construction."

4. Building setback, sideline and rear yard distances.
5. Existing physical features beyond the "area of construction."

Discussion

Beyond the level of completeness, the town engineer has identified items that should be addressed on the plans. The applicant should also consider adding a note to the north edge of the photometric plan where lighting levels in excess of .5 footcandles exist, explaining that the adjacent land is owned by the applicant, is wooded, and lighting levels will be below .5 footcandles at the property line.

Staff is also suggesting that a modest number of deciduous trees be planted in the grassed island (about 20' wide) separating the lanes from the exit drive. The island will be a prime location for snow storage, however, planting a few salt-tolerant trees should not reduce its capacity for snow storage and will provide some visual relief from the essentially industrial function of the site. The board may want to evaluate this option during a site visit.

Motions 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 site plan review of upgrades to the Recycling Center located on Dennison Drive be deemed (complete/incomplete). A finding of completeness includes granting waivers for submission of the following items, in accordance with Sec. 19-9-4 (c)(17):

1. Submission of the names of owners of all contiguous land and within 200' of the property;
2. Lot line dimensions;
3. locations of buildings, structures, streets, easements, driveways, entrances or exits located on the property but not within the "area of construction."
4. Building setback, sideline and rear yard distances.
5. Existing physical features beyond the "area of construction."

B. Motion to Table to Public Hearing

BE IT ORDERED that, based on the plans and materials submitted and the facts presented, the application of the Town of Cape Elizabeth for site plan review of upgrades to the Recycling Center located on Dennison Drive be tabled to the October 18, 2016 meeting of the Planning Board, at which time a public hearing will be held.