



February 15, 2017
17048

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

Subject: Holt Private Road Review

Dear Maureen:

We have received and reviewed a submission package dated February 3, 2017 for the subject project. The package included a February 3, 2017 cover letter addressed to you and the Planning Board Members from Robert Metcalf of Mitchell & Associates of Portland, Maine along with supporting information and a five page drawing set of the project plans with a revision date of February 3, 2017. Based on our review of submitted material and the project's conformance to the technical requirements of Section 16-2-3, Minor Subdivision Completeness and Section 19-7-9, Completeness for a private road project, we offer the following comments:

General Engineering Comments:

1. The applicant desires to improve upon an existing driveway to construct a private road that will allow frontage for an additional lot to be created within the overall property. Utilities will also be upgraded and a turnaround provided for emergency vehicles.
2. We understand that the Board will be conducting a Completeness Review at their upcoming meeting. We have several comments on the submission and have requested that additional information be provided. Therefore, we believe that the application package is not complete from an engineering standpoint. We have attempted to provide a comprehensive list of our comments, however, it should be noted that additional submitted information may result in additional comments.
3. The applicant has requested several waivers for this project. One waiver request a change in the road width from 22-feet to a 14-foot paved surface with two, 2-foot wide grassed shoulders. We have not supported the road width reduction requests in the past, but understand that the Planning Board as the decision-making body has the prerogative to do so on a case-by-case basis.
4. The applicant has also requested another roadway related waiver to not be required to have the roadway alignment centered within the right-of-way. While the application did not indicate the magnitude of the deviations, it appears that the roadway will be relatively aligned centrally within the right-of-way and that the proposed differences are due to a desire to make improvements to the alignment without affecting existing ledge and culverts locations. We support this waiver request based on the desire not to impact ledge and culvert areas, the

limited deviations from the actual center of the right-of-way, and the minor nature of the roadway use.

5. The Private Road standards also require enclosed drainage and curbing with a 25-foot radius at the entrance. The proposed plan proposes open ditches and no curbing. The designer should review this standard and propose a solution or request appropriate waivers from the Planning Board.
6. The applicant did not request a waiver of a formal stormwater report with supporting calculations, however as this road will be an upgrade of an existing paved drive and will result in a minor increase of 1,900 square feet of impervious area, we do not believe that a stormwater management plan with supporting calculations will need to be submitted. We agree with the applicant's assertion that the improvements to the existing drive will have a negligible impact on the stormwater runoff characteristics of the project area.
7. There appears to be a Tote Road passing through the Holt property that provides access to an existing residential property owned by Wayne Duffett & Joyce Thomas. The applicant should discuss with the Planning Board how this roadway will affect the Tote Road and access to the adjoining property. There should also be some discussion as to whether the existing easements are suitable at this time or should be enhanced as part of this application effort.
8. The utilities are very difficult to determine on the plans. The designer needs to show the existing and proposed water line and size serving the existing Holt residence. The utility services to Lot 2 are said to be determined, but they should be shown on the plan with corresponding installation details to the right-of-way limits so that they can be installed within the new roadway limits during construction.
9. There is an existing transformer noted to be relocated. The relocation area should be shown on the plans and made sure not to conflict with the roadside ditch. Also, the application notes that Portland Water District approval and subsequent ability to serve letter is pending.
10. The turnaround length, width, and radii dimensions should be added to the plan to confirm that the turnaround meets Town standards. Also, the drive to Lot 2 should be shown with a representative culvert with its material, length, slope, and type called out. The access drive to Lot 2 is required to have a minimum 4-foot long paved apron from the private road and should not be connected to the turnaround.
11. The road appears to be extremely flat near Station 1+00. The project drawings needs to include a plan view with a defined centerline including horizontal curve information and stationing so that the road can be laid out during construction. Likewise, a road vertical profile should be submitted showing the vertical curve information so that the design can be confirmed to meet Town requirements and graded appropriately during construction to meet the design intent.
12. The plan set should also include a plan created and stamped by a Maine Licensed Surveyor which defines the new road right-of-way and Lot 2 limits.
13. The plans should contain a note that the Town of Cape Elizabeth will not be responsible for maintenance of this private road.

14. The sawcut lines of the public roadway connection onto Running Tide Road should be shown on the plans as a proposed match line. A detail the manner in which the connection will be made should be shown as well.
15. The location of the temporary construction entrance should be shown and called out on the plans. Also, there are conflicting Stone Check Dam details on Drawing L3.0 and L4.0. The detail on Drawing L4.0 should be used as it is the one accepted as being a Best Management Practice (BMP) for Maine.
16. There is also a Straw Bale Check Dam detail shown on Drawing L4.0. The use of this measure has been discouraged in recent years, particularly in concentrated flow situations. The designer should review the use of this feature in this project and seek a more readily accepted approach.
17. There are freshwater wetlands and a stream on the property and a coastal wetland abutting the project area. It does not appear that the project will directly affect any of the site wetlands nor disturb more than 1 acre of land during construction so Maine Department of Environmental Protection (DEP) wetland impact related permits or a Maine General Construction Notice-of-Intent (NOI) permit do not appear to need to be obtained. The designer should confirm this situation.

The proximity of the improvements near the stream may, however, trigger a DEP Natural Resource Protection Act (NRPA) permit or an NRPA Permit-by-Rule. The designer should confer with the DEP to determine if any of the project scope triggers a DEP action. Also, it appears that the proposed work will be within a natural resource zone (75-feet of a stream or 250-feet of coastal or freshwater wetland) which would trigger the need for the contractor to be certified in Erosion and Sedimentation Control by the DEP to work on this project. The designer should add a note on the plans to reference this requirement.

18. The applicant and designer should coordinate with the Police Chief to establish a road name and with the Public Works Director to develop the placement of monumentation to indicate the location of the proposed right-of-way.

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,

SEBAGO TECHNICS, INC.



Stephen D. Harding, P.E.
Town Engineer

SDH:llg

cc: Robert Metcalf, Mitchell & Associates
Bob Malley, Public Works Director
Caitlyn Abbott, Sebago Technics